

## **Corporate Social Responsibility Policy Statement 2016**

### **Mission Statement**

Rapid Rail GB Limited is a company founded on a commitment to excellence. We strive to deliver the best value, quality and service for our customers. Through continuous learning, investment in people and technologies, we aim to maintain the highest of standards and strive to become the most successful experts in our field, recognised globally.

### **Rapid Rail GB Limited**

Rapid Rail GB Limited strives to promote a Socially Responsible operation in all of its activities, through the implementation of suitable policies and effective Management, to help ensure the procedures in place are supportive of the values that the Company holds.

We are committed to act responsibly at all times as a business, reducing our impact on the environment, providing a safe workplace for our employees and working with suppliers who promote similar values.

Established in 1993 by founding members Paul Howard and Tony Sysum as a result of their combined experience and knowledge within the rail industry Paul and Tony share a clear commitment to improving the quality of the installation of crane rails at both ground and high levels, and this drive for continuous improvement and innovation carries through to the culture of Rapid Rail GB Limited today.

As a result, we are committed to delivering exceptional solutions for the supply and installation of crane rail systems. Working alongside Paul and Tony, Rapid Rail boasts a committed and highly experienced team, dedicated to innovation, product performance, total quality and customer satisfaction.

**Doc No: MPO003**

**Rapid Rail GB Limited**

The logo for Rapid Rail GB, featuring the word "rapidrail" in a bold, lowercase sans-serif font with "rapid" in black and "rail" in red. Below it, the letters "GB" are in a smaller, grey, uppercase sans-serif font.

**[www.rapidrail.co.uk](http://www.rapidrail.co.uk)**

**Head Office / Registered Office**

Empire Way | Gloucester | GL2 5HY

**T:** +44 (0) 1452 383001 | **F:** +44 (0) 1452 301301 | **E:** [info@rapidrail.co.uk](mailto:info@rapidrail.co.uk)

Company No. 655 3301 | VAT No. 985 6624 65

## **Personnel**

Our employees are our greatest asset. With this acknowledgement we are fully committed to their learning development and progress throughout our company. We strive to retain our personnel, working with them to enhance their career goals, providing relevant training that will aid their knowledge and enable them to move up through the company to achieve their potential and become a valued asset of the Company Structure.

## **Equal Opportunities Statement**

Rapid Rail is committed to promoting equal opportunities in employment. Any job applicants will receive equal treatment regardless of age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief, sex or sexual orientation ("Protected Characteristics"). Further details of this policy can be found in our company handbook.

## **Health and Safety**

Rapid Rail is committed to providing a safe environment for all employees whether in the office environment or whilst working within the field on site. We are compliant with relevant legislation and incorporate a Health and Safety Management System OHSAS18001 in our everyday activities. We are continually working towards improvement in our performance and rely on the cooperation of all employees to work safely at all times and feedback any concerns or suggestions that may aid our performance in the future. We provide suitable health and safety training to ensure all employees are aware of the dangers they may face in the working environment and also how to minimise these risks. Further training is provided for relevant working tasks to ensure operators are aware of the safe working procedures to reduce risks and hazards from occurring.

We also work closely with our Customers to provide feedback that can also be used. All policies, risk assessments and method statements are communicated to staff through meetings, emails and pre-contract briefings. Staff also have electronic access to documentation via the central server. A detailed Health and Safety Policy Statement is retained at Head Office and available to download from our website for all staff and Stakeholders to view at any time.

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## **Environment**

As stated in our Environmental Policy, available to download from our website, Rapid Rail GB Limited recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and carbon footprint, by continually improving our environmental performance as an integral part of our business strategy and operating methods. We will encourage all Stakeholders to help us minimise our indirect impact on the environment and we will abide by any of the systems our clients require us to, when operating on their sites.

- Recycling office waste, paper, cardboard and glass.
- Reduce the amount of printing carried out.
- Recycle site materials where possible such as steel.
- Vehicle sharing, vans rarely go to site with one employee.
- Vehicles are serviced and maintained regularly to help keep vehicles in the best of condition to reduce the impact on the emissions.

## **Stakeholders**

Although the company is accountable to the Owners / Investors, the company also takes into account the interest of all Stakeholders, including Employees, Customers and Suppliers Rapid Rail GB Limited is committed to enhancing its reputation and continue to conduct activities in a fair and ethical manner. The following conduct is incorporated when dealing with our Stakeholders of the business.

## **Employees**

- Provide clear and fair employment terms and conditions.
- Provide a fair remuneration in line with the industry standard, workload and working conditions.
- Provide suitable and safe work environment.
- Provide suitable training and support for career growth.
- Constructive feedback through annual appraisals to help personnel development.
- Provide and enforce policies to protect the rights of all staff including casual workers.
- Abide by the working time regulations to provide suitable breaks and annual leave.

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## Customers

- Build long lasting, fair and honest relationships.
- Provide a service of high quality and value for money.
- Provide detailed information on the services that are to be provided and upfront costs with a valid quotation.
- Ensure quality standards are met.
- Provide relevant information where required.
- Provide risk and method statement documents prior to any work commencing.
- Abide by any Customer Site rules and report any issues whilst on any of our Customers sites.
- Provide material certificates of conformity.
- Provide traceability for materials purchased or installations completed.
- Provide handover documentation for completed projects.
- Work with our customers to complete projects to budget, safely and to program.

## Suppliers

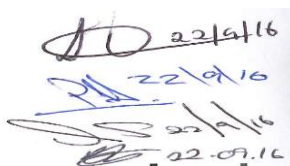
- Work towards a fair, honest and reliable relationship.
- Provide suitable information to allow the correct production of materials or services.
- Make payments in line with agreed terms and conditions.
- Encourage and offer support to suppliers to work towards the same standards and principles as Rapid Rail.

## Local Community and Charities

Rapid Rail tries to donate to local charities where possible. Although we would like to give to all causes financially this is not possible however we do try to donate up to £500.00 per annum to local causes supported by our employees and other Stakeholders. Further information is available on our website.

We also promote charitable giving where possible on behalf of our Stakeholders through our Website and other media avenues.

On Behalf of Rapid Rail GB Management 2016



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