

CSR POLICY

1.0 Context

1.1 Alpine recognises the importance of its role in managing social, economic and environmental issues. Corporate Social Responsibility (CSR) or Corporate Responsibility (CR) is the principal way Alpine seeks to co-ordinate and manage practices to maximise positive social and economic contribution and minimise the environmental impacts of its business. Engagement with clients, employees, community, environmental stakeholders, regulators, business partners, suppliers, and our stakeholders is central to Alpine's approach to CSR.

1.2 Alpine divides CSR into four segments:

- Marketplace: How we work with our customers and suppliers
- Workplace: where we work, how we recruit and how we work with our staff
- Environment: How we reduce our environmental impact
- Community: How we engage with the community

1.3 The policy is related to and builds on Alpine's value statement

2.0 Objectives

The objectives of this policy statement are to:

2.1 Clarify roles and responsibilities in respect of CSR

2.2 Outline our commitment and requirements for the CSR segments of: Marketplace, workplace, environment and community

3.0 Scope

3.1 The Policy applies to all divisions of Alpine

4.0 Policy Requirements

4.1 Roles and responsibilities

4.1.1 Ownership of CSR: The Directors of Alpine Group, accountable for CSR group wide

4.1.2 Executive Management: Divisional Directors, responsible for ensuring that key strategic decisions in their groups take into account CSR

4.1.3 Staff: Responsible for behaving a corporately responsible way

4.2 Marketplace

4.2.1 Alpine will operate in accordance with the values and standards of behaviour set in its value statement.

4.2.2 Alpine will provide products and services to meet the needs of its clients, while having consideration for the impact on the natural environment and communities where we operate.

4.2.3 Alpine will provide high standards of service to clients, and have a complaints procedure for clients to ensure their concerns are effectively addressed on those occasions where there is a problem.

4.2.4 Alpine will take a partnership approach to supply chain relations, ensuring that payments are made promptly, supplier complaints are reviewed, and that we use fair and transparent procurement methods.

4.2.5 Alpine will use its position in the marketplace to raise awareness of CSR with clients and the market, and help facilitate change to minimise impact on the natural environment and communities we operate in.

4.3 Workplace

4.3.1 Alpine will provide a workplace in which diversity is valued and there are equal opportunities. Alpine will provide a mechanism/s by which employees can raise their views and be engaged in change and issues that effect the company.

4.3.2 Alpine will provide a safe and secure workplace which is conducive to health and welfare of employees.

4.3.3. Alpine will support employees with learning and development opportunities to help them reach their potential and maximise their contribution to Alpine's strategy.

4.3.4 Alpine will recognise and reward individuals on the basis of their own performance and that of the company. Alpine will appraise performance on both the results achieved and how they are achieved.

4.4 Environment

4.4.1 Alpine will seek to minimise its energy, water, paper usage, through design, infrastructure and behaviour

4.4.2 Alpine will seek to optimise the recycling of waste through providing adequate facilities and behaviours, limit the use of hazardous materials

4.4.3 Alpine will seek to reduce unnecessary travel and encourage the use of alternative means of communication where practicable.

4.4.4 Alpine will incorporate environmental considerations into procurement decisions, and raise awareness/influence our supply chain to facilitate a reduction in their environment.

4.5 Community

4.5.1 Alpine will provide benefit to the community through the creation of jobs and the accompanying wealth produced, through the investment of our money and time in the community.

4.5.2 Alpine will provide and support employee volunteering opportunities and support corporate fundraising

4.5.3 Alpine will encourage and support employees in their own community activities and fundraising efforts, through the provision of time and/or financial contribution.

4.5.4 Alpine will encourage and facilitate employee giving by providing a Give as you Earn scheme

5.0 Definitions

CSR or CR – The overall approach that Alpine takes to contribute economic development while improving the quality of life of the workforce and their families as well as the local community and society at large.