



**ALLTERRAIN SERVICES GROUP**

**GROUP OPERATIONS**

**ATS CORPORATE SOCIAL RESPONSIBILITY POLICY (POL-CEA-GR-001-01)**

**DOCUMENT CONTROL PAGE**

<b>DOCUMENT NUMBER:</b>	POL-CEA-GR-001-01-ATS CORPORATE SOCIAL RESPONSIBILITY POLICY
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<b>TITLE:</b>	ATS CORPORATE SOCIAL RESPONSIBILITY POLICY
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<b>DESCRIPTION:</b>	POLICY FRAMEWORK ON ATS CORPORATE SOCIAL RESPONSIBILITY
<b>CONTACT AUTHOR/TITLE:</b>	
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<b>RESPONSIBILITY OF:</b>	GROUP COMMUNITY RELATIONS MANAGER

**1.0 DEFINITION:**

ATS Corporate Social Responsibility (CSR) is driven primarily through Community Engagement Activities (CEA) program that encompasses a participative approach to harnessing community potential in partnering local communities and integrating them into ATS' value chain to achieve the interests of all stakeholders including shareholders, clients, employees, the community and the environment

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**2.0 BACKBONE OF CORPORATE SOCIAL RESPONSIBILITY POLICY:**

The company's commitment to implement a CSR policy is pinned on the following fundamental pillars:

2.1 Recognition that we must integrate our business values and operations to meet the expectations of our stakeholders. They include clients, employees, investors, suppliers, the community and the environment.

2.2 Recognition that our social, economic and environmental responsibilities to these stakeholders are integral to our business. We aim to demonstrate these responsibilities through our actions and within our corporate policies.

2.3 Recognition that our obligations as a good corporate citizen extend beyond compliance with the laws and regulations of the communities we operate in. Therefore we take seriously all feedback that we receive from our stakeholders and, where possible, maintain open dialogue to ensure that we fulfill the requirements outlined within this policy.

2.4 Recognition that open and honest communication of our strategies, targets, performance and governance to our stakeholders is a key requirement in our continual commitment to sustainable development. We shall encourage our business partners to operate with transparency and respect for the environment and to be mindful of the effect of their actions on any natural resource.

2.5 Recognition that all resources will be directed to ensuring that the company operates in a socially responsible way. The Chief Executive Officer is responsible for the implementation of this policy and will make the necessary resources available to realize our corporate responsibilities. The responsibility for our performance on this policy rests with all employees throughout the company.

**3.0 PURPOSE AND AIMS:**

The purpose of the policy is to clarify to all stakeholders the essence of ATS CSR and how we propose to work towards achieving it using the **Community Engagement Activity programme (CEA Programme)**. The CSR policy applies throughout all of the supply chain and governs our approach to all our activities in all projects.

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**4.0 FOCAL AREAS OR DIMENSIONS OF THE CEA PROGRAMME:**

The justification for the CEA Programme is to help create income and employment opportunities for people in local communities where ATS operates. A thriving CEA Programme is central or paramount to ATS' quest for equitable, inclusive and sustainable growth through facilitating networking with individuals or businesses within client community catchment zones. The focal areas of the programme:

**4.1 Local-Local Supply:**

ATS will always prefer to utilize local traders that meet our supply demands. Local traders must be trained to meet our health and safety requirements associated with ATS supply chain and supply demands. ATS first priority is to develop locally based suppliers near each project for fruit, vegetables and meal ingredients

**4.2 Agro-business Development:**

CEA programme promotes agro business development by placing technical enterprise at the disposal of local communities through field project and policy advice on appraisal and promotion of income generation and diversification opportunities.

**4.3 Community Employment:**

Due to the nature of the work and labour requirements, a large percentage of ATS work force shall be recruited and trained from the rural communities.

**4.4 Training and Development:**

All community members who happen to partner ATS through CEA Programme will not be left at the mercy of 'ignorance', but will periodically be given technical and professional development training programmes to sustain their distinctive competences and capabilities

**4.5 Social Support and Integration:**

CEA Programme, based on its ethics, will integrate and fortify sustained partnership with stakeholders by maintaining mutual relationships and also seek to turn one-off casual activities into ongoing relationships to the point that the local communities simplify their choice process

**5.0 CEA PROGRAMME MEDIUM TERM PLANNING:**

Each ATS project will present a detailed plan to show month by month activity structure and the measures our community team will undertake to ensure we reach our community engagement

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objectives. The key approach to these projects is careful planning and realistic setting of objectives and achievement of same. At the forefront of CEA program for ATS will be an ATS CEA Program Officer. This person will be employed by ATS and will be assigned full time to work with the local community. This person will report directly to the ATS Project Manager. The CEA Program Officer will promote and maintain external and internal relations within the local communities and the region with all stakeholders. Officer's responsibilities include but not limited to:

5.1 Organizing Capacity Building Programs:

5.2 Identifying potential Community Engagement Activities

5.3 Medium and long term strategy's for these activities

5.4 Execution of the ATS defined community program

10. Interaction and point of contact with the local communities and clients

### **6.0 REPORTING:**

ATS will present its reports on CEA Program monthly, quarterly, and yearly to clients and other working partners on its operations. The report will also include Community Procurement Assessment Model (CPAM) which will determine the value of supplies from local communities

### **7.0 POLICY STATEMENT COMPLIANCE:**

The effectiveness of the Policy Statement will be maintained, monitored and reviewed at least annually by the Directors to ensure the Company's continuing compliance with any relevant legislation and to meet new business requirements and to identify areas in need of improvement. We will also ensure that all areas changes will be brought to the attention of employees as necessary. Every employee of ATS is expected to give their full co-operation to the above principles in their activities at work.

### **8.0 APPROVAL:**

The CSR policy is approved by the CEO. All operational decisions and resource allocation approvals will be done in line with the group delegated authorities.

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