



Aluminium Special Products Limited

## Business Ethics.

ASP has high ethical standards that are key to the business and endeavour to treat all customers, suppliers, sub-contractors, business partners, employees and any interested parties ethically in all cases..

This policy serves to ensure that all employees irrespective of their individual role within the company are aware of their collective and individual responsibilities with regards to business ethics.

ASP is committed to protecting its employees, business partners and suppliers from any illegal or damaging actions by any representative of ASP, either knowingly or unknowingly.

ASP is committed to the following values:

- Integrity – To set and lead by example.
- Reliability – Keeping its promises to its employees and business partners and abiding to any agreed deadlines.
- Honesty – Communicating issues to all relevant parties.
- Respect – Treating all with dignity, tolerance and courtesy while respecting privacy.
- Duty of Care – Taking great care not to harm others by respecting the Environment and following Health & Safety guidelines.
- Fairness – To treat all individuals and relevant business partners fairly and refrain from competing unfairly with others.
- Reputation – To build a professional reputation on the merits of all the above.

ASP will not tolerate any breach of its ethical code, and will take the appropriate measures, including disciplinary action when and where it deems necessary.

This policy along with all other company policies will be subjected to an annual review to ensure that it remains relevant with regards to changing moral or social attitudes and ASP will always endeavour to work to the best business practice.

**Signed:**

**David Robinson**  
**Managing Director**  
**20<sup>th</sup> March 2020.**

