



CORPORATE SOCIAL RESPONSIBILITY at Doric Asset Finance.



DORIC ASSET FINANCE
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CORPORATE SOCIAL RESPONSIBILITY

Corporate Social Responsibility at Doric

Corporate responsibility is central to the culture at Doric Asset Finance and sits at the heart of our values. This means we strongly believe in behaving ethically, safeguarding the environment and building positive links with the communities around us.

We are committed to carrying out our business in a socially responsible way. To help achieve this we have adopted a policy of corporate social responsibility ("CSR"). It is a policy that is constantly monitored and updated. We set out below our understanding of what CSR means and what we are doing about it.

What is CSR?

Corporate social responsibility is the acknowledgement by companies that they should be accountable for the impact of their activities on society and the environment.

At Doric Asset Finance, we take this responsibility towards the community and the wider world seriously. A series of measures have been implemented that help us minimise the impact that we have on the world's resources whilst aiming to support and sustain our local community. In other words, it is about taking responsibility for the impact of our business on all those who are affected by it.

Our CSR policy coordinates all the activities going on in the Doric Group, and in all our interactions with our investors, our people, our suppliers, the local community and the wider world. It is a policy that underlies everything we say and everything we do.

Why is CSR important?

As a business we recognise our impact on the world around us. The way we do business dictates the footprint we leave behind.

In particular, we can play a part in addressing the issues of global warming and sustainable development by reducing the environmental impact of our activities. These issues are no longer just theoretical issues but real problems that require a practical response by us all.

Our aim

We will put CSR at the heart of our decision-making process to ensure that wherever possible we are:

- Acting in an ethical manner
- Improving the overall service we offer to investors
- Creating a positive working environment for our people
- Giving back to the local community
- Minimising our impact on the environment

Corporate Social Responsibility - our investors

CSR is just as much about how we treat our investors as it is about being environmentally friendly. We have always been on the forefront of providing value-added services to our investors:

1. Quality – we are dedicated to providing investors with excellent, value-added service.
2. Effort – each employee is encouraged to ensure that investors receive a service that positively differentiates Doric Asset Finance from its peers.
3. Resolution of complaints – nobody is perfect and we accept that sometimes things go wrong. We take the resolution of complaints very seriously, escalate them to our Compliance Officer and Senior Management and ensure that they are dealt with in a timely manner.
4. Investor reviews - we are constantly learning from our investors and carry out regular reviews with them to obtain feedback about the way we do business and how we can improve.



Corporate Social Responsibility - our people

1. Our employees are a diverse, multi-cultural organisation of people from whose collective talents, we believe, the group derives a competitive advantage. Doric Asset Finance encourages all members of staff to be good corporate citizens and to strive to become social assets to their local communities.
2. Doric Asset Finance considers its people to be its most valuable asset and is committed to treating staff with fairness, respect and integrity. We operate fairly in relation to recruitment; remuneration; work/life balance; equal opportunities; diversity; flexible working practices; training and development, communications; health and safety; physical and job security; and grievances.
3. We respect each person's Human Rights and will not countenance sexual or other types of harassment of staff in any form whatsoever.

Corporate Social Responsibility - our suppliers

We aim to work with our suppliers within a CSR framework. This means:

1. We will treat our suppliers fairly and ethically.
2. We will expect our suppliers to have their own CSR policies or to adhere to the basic principles of CSR. The environmental credentials of our energy and goods suppliers are monitored and the alternatives are reviewed whenever contracts are renewed.
3. We will work with suppliers to reduce waste. This includes reducing the amount of packaging of goods and increasing recycling once goods have reached the end of their useful life.
4. Wherever possible we will source goods and services locally. Our goal, in the long term, is for all our goods and services to be sourced from suppliers who share our vision of CSR.

Corporate Social Responsibility - our community

Doric Asset Finance encourages all staff to become involved in activities that benefit the local communities wherever we do business. We strive, in the creation of our investment products, to assist the members of our wider community to meet their life goals.

Corporate Social Responsibility - our world

A key component of our CSR policy is to reduce our impact on the environment. By taking steps to reduce waste from our operations and recycle, we can preserve the earth's natural resources and enhance the quality of lives around the globe.

1. New technology – we are seeking out the most energy-efficient replacements for our technology as it comes to the end of its useful life.
2. Energy efficiency – all light bulbs are being replaced with energy-efficient equivalents that use 20% of the electricity and last up to 15 times longer. Everybody is given responsibility for ensuring that lights are switched off when not needed and it is our policy that all computers and other hardware are switched off at the end of each day.
3. Heating – most radiators have been fitted with an independent thermostat and radiators in store-rooms and unoccupied offices are turned off.
4. Recycling of technology – wherever possible old technology is recycled.
5. Recycling of consumables – fluorescent tubes, batteries, toner cartridges, mobile phones and electrical equipment are all recycled by third parties.
6. Recycling of furniture – no item of furniture is sent to landfill if possible. Surplus items are first offered to local schools. In relation to faulty items we donate them where possible to charitable organisations that refurbish them to be re-used.
7. Recycling generally – recycling bins are provided for all waste paper. Cardboard and glass are also recycled.
8. Paper usage – we are aiming to reduce paper usage by promoting a clear policy as to whether, when or how any document we produce needs to be printed. Our goal is to reduce paper usage to an absolute minimum.

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