



## **MMC Corporate Social Responsibility (CSR) Policy**

### **Introduction**

At MMC, we recognise the importance of Corporate Social Responsibility (CSR) and are committed to conducting our business in a responsible, sustainable, and ethical manner. As a small consultancy with 2 employees, we understand our role in contributing to the well-being of our local community, the environment, and society at large.

### **1. Commitment to Employees**

We value our employees and are dedicated to creating a supportive, inclusive, and respectful workplace. Our commitments include:

- Promoting work-life balance with flexible working hours.
- Ensuring fair pay and benefits, including pension contributions and professional development opportunities.
- Fostering an environment free from discrimination and encouraging diversity in all forms.
- Supporting the mental and physical well-being of our employees through various health initiatives.

### **2. Environmental Responsibility**

We are committed to reducing our environmental impact and promoting sustainability:

- Minimising waste by recycling, reusing materials, and reducing paper use where possible.
- Encouraging the use of digital resources to reduce our carbon footprint.
- Promoting energy efficiency within our office, including responsible use of electricity and equipment.
- Supporting remote work practices to cut down on commuting and transportation emissions.

### **3. Community Engagement**

As a small consultancy, we believe in giving back to the community and supporting local initiatives:



- Engaging in pro bono work for local charities and small businesses in need of our services.
- Encouraging employee involvement in volunteering activities within the community.
- Supporting local suppliers and partners wherever possible to contribute to the local economy.

#### **4. Ethical Business Practices**

We are committed to maintaining the highest standards of integrity in our operations:

- Complying with all relevant legal and regulatory requirements.
- Promoting transparency and accountability in our financial practices.
- Upholding ethical standards in client relationships, including confidentiality and fairness.
- Ensuring that our services align with the values of social and environmental responsibility.

#### **5. Continuous Improvement**

We will regularly review and update our CSR policy to ensure it remains relevant and effective. We encourage feedback from employees, clients, and stakeholders to help us improve our practices.

#### **6. Contact Information**

For any questions or concerns regarding this policy, please contact:

MMC:

2 -4 East Street, Newton Abbot, Devon TQ12 1AF

Mrs Marsha Cox [marsha@mmcltd.co.uk](mailto:marsha@mmcltd.co.uk)

#### **7. Policy Approval**

This Policy has been approved by Marsha Cox. Any amendments or updates will be communicated to all employees.

Signed:   
Marsha Cox



[Name] Marsha Cox

[Title] Managing Director & Coaching Service Lead

[Date] 15<sup>th</sup> December 2025