

# **Corporate Social Responsibility**

## What does corporate social responsibility (CSR) mean to us?

Corporate responsibility is a key aspect of **CM Training**'s culture, governing our approach business related ethical, social, and environmental issues and ensuring we run our business in a responsible way.

Our people are imbued with **CM Training**'s cultural values and are required to adhere to them in all business activities and interactions with our clients.

The areas we have identified as imposing corporate responsibility are:

#### Our environment

We are all responsible for protecting the environment in which we live and work. **CM Training** is committed to developing and maintaining sustainable and environmentally responsible business operations.

We promote green initiatives and strive to reduce our environmental impact by focusing on:

- Energy use and conservation
- Paper recycling and waste management
- Electrical equipment management.

#### **Our Customers**

We work to ensure we meet or exceed our customers' expectations through the delivery of market leading products and responsive service.

## **Our Suppliers**

We aim to build long-term relationships with our supply chain and recruit only those promote excellent social, ethical, health, safety and environmental policies. We are committed to trading fairly and to communicate our responsible souring expectations of them in the areas of educational materials and first class instructors.

### **Our Community**

**CM Training** believes it is important to develop and maintain healthy and positive relationships with the local communities within which we operate by offering charitable donations or the time and skills of our people.



Our principal charity of choice in recent years has been the Make-A-Wish Foundation, an Australian charity which grants "magical" wishes to children and young people fighting life-threatening illnesses.

## Our People

CM Training is an equal opportunities employer.

Our people are our most valuable asset and reflect our company values.

We strive to provide an environment where our employees are motivated, supported, valued and respected. We are committed to providing a working environment where our employees can develop their full potential, both professionally and through personal development. We believe teamwork is key to building trust, integrity and mutual respect, ensuring we can continue to deliver excellent service to our customers.

### Trust

Achieving high job performance requires trust-based relationships, where people are free to share their point of view and speak the truth as they see it. We trust our people to do the right thing - leading to increased job satisfaction, emotional intelligence, awareness, motivation, social skills and competence.

### Respect

Respect helps us to value differences and to mutually appreciate each person for her or his unique qualities. Through respect, we positively influence good working relationships and performance to bring out the best in each of us.

### Integrity

Each of us are responsible for living up to the highest standards of business ethics and conduct. We treat our people, customers and suppliers as they deserve to be treated; with honesty, respect, humility and the highest ethical standards - putting our core values and beliefs into action.

### **Continuous Improvement**



Continuous Improvement is an ongoing process of regularly reviewing practices, where we identify opportunities, challenge conventional thinking, invite constructive criticism and continually seek ways to make changes and improvements.

### Innovation

We encourage creativity in our people and the generation of new ideas and creative approaches to problems. We actively pursue and implement innovative initiatives and approaches to bring real business benefits to our customers.