



LEADERSHIP

STRATEGIC COMMERCIAL POLICY SCP001 COMMERCIAL

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Reviewed by: Andrew Smith

VISION:

Our Vision: "To reduce cost by increasing efficiency on all projects and in all processes"

We are realising our Vision by empowering everyone and giving them the tools and awareness to make sound commercial decisions and plan sufficiently to achieve increased commercial efficiency.

COMMITMENT:

The Directors at Arthur Civil Engineering are committed to effective Commercial Management throughout all design and construction processes and believe that delivering to budget and operating efficiently is essential for sustainable business.

At Arthur Civil Engineering we value commercial planning and due diligence highly and understand that without commercial awareness project teams may fail to meet the requirements of this policy. We have therefore implemented a clear and measurable commercial system that enables project teams to understand the importance of commercial management and how effective planning ensures successful commercial delivery.

The Directors of Arthur Civil Engineering accept the responsibility for ensuring all employees are aware of the Company's commercial systems and will ensure that the commercial interests of other parties are not directly affected by the Company's operations.

To support this statement Arthur Civil Engineering will ensure that:

- The Company continues to understand the context of its operations in respect to its commercial operations and will consider all issues, parties and services that it undertakes business in and with.
- The Company continues to establish and communicate its commercial **strategy** and vision.
- The Company continues to innovate its commercial systems to ensure effective **communication**.



- The Company evaluates its commercial performance by setting challenging **targets** and monitoring the results.
- The Company provides enough commercial training and **resource** support to ensure 100% compliance with operational commercial procedures.
- The Company continues to establish and communicate its policies, procedures, processes, and guidance relevant to commercial operations to ensure 100% **compliance** with them is maintained.
- The Company describes accountability throughout the organization to achieve commitment in commercial **leadership**.
- The Company continues to **learn** when opportunities for improvement are identified and that corrective actions are implemented when commercial non-conformance occurs.
- The Company takes commercial **planning** seriously, identifies and assesses all commercial risks to reduce cost and increase efficiency.
- The Company integrates its **key goals** and **key behaviors** described in this policy and its strategy into all its systems to grow a first-class commercial culture.

RESPONSIBILITY:

The Directors of Arthur Civil Engineering will:

- Take overall responsibility and accountability for the prevention of commercial errors and will assign responsibilities to all levels within the Company.
- Monitor compliance with this Commercial Policy and Operational Management System (OMS).
- Ensure Arthur Civil Engineering works with clients and their commercial policies.
- Ensure commercial policies and commercial objectives are established for the commercial management system.
- Communicate this policy to their employees (and external parties) to ensure awareness throughout the Company and to reduce cost and increase efficiency.
- Report all commercial opportunities for improvement so far as to prevent reoccurrence within the company.
- Provide the necessary resources and training to understand and implement the requirements of this Strategic Commercial Policy.

All employees of Arthur Civil Engineering will:

- Take responsibility for their commercial actions and wherever possible reduce cost and look to find areas where efficiency can be improved.
- Understand their personal commercial responsibilities.
- Report PI's, OFI's BES's and NC's without fear of dismissal or reprisal.
- Follow the requirements of the Commercial Management System on their projects
- Report on the effectiveness of the OMS with regards to commercial management.

APPROACH:**Arthur Civil Engineering will:**

- Ensure that employees and subcontracted personnel are sufficiently trained, experienced and, where applicable, supervised to promote commercial awareness to reduce cost and increase efficiency.
- Take corrective actions where non-conformance is highlighted.
- Arthur Civil Engineering will ensure that it implements ISO9001 throughout all of its systems and conducts audits on itself to ensure compliance with all of its commercial procedures, processes, records, conditions and behaviours.

REVISION STATUS:

	Rev.	Date	Description if Addition (A), Deletion (D) or Substitution (S)	Approved by:
1.1	01	17/05/2021	Written by Liam O'Loughlin	Andrew Smith
1.2	02	02/08/2021	Review	Andrew Smith
1.3	03	02/08/2021	Review	Andrew Smith
1.4	04	07/02/2022	Review	Andrew Smith

The information contained in this Policy applies to all employees of Arthur Civil Engineering Limited ('Arthur Civil Engineering Ltd' or 'the Company') subject to any qualifying conditions described. This policy should be read in conjunction with your Contract of Employment and the Company Handbook. The Company may amend and extend the contents of this document at any time, subject to statutory and/or operational requirements. If you require any clarification in respect of this Policy, please speak in the first instance to one of the Directors.