

UN Global Compact Communication on Progress (COP)

Period covered by Communication on Progress:
From 14th July 2023 to 14th July 2024



This is our **Communication on Progress** in implementing the Ten Principles of the **United Nations Global Compact** and supporting broader UN goals.

We welcome feedback on its contents.

This is our Communication on Progress in implementing the principles of the United Nations Global Compact and supporting broader UN goals.

We welcome feedback on its contents



This is our **Communication on Progress** in implementing the Ten Principles of the **United Nations Global Compact** and supporting broader UN goals.

We welcome feedback on its contents.

UNGC Ten Principles

Human Rights

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights;

Principle 2: Make sure that they are not complicit in human rights abuses.

Labour

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: The elimination of all forms of forced and compulsory labour;

Principle 5: The effective abolition of child labour;

Principle 6: The elimination of discrimination in respect of employment and occupation.

Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: Undertake initiatives to promote greater environmental responsibility; and

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

Principle 10: Businesses should work against all forms of corruption, including extortion and bribery.



Statement of Support for the UNGC Phillip Gibbons, Chief Executive Officer

To our stakeholders,

During the year I was fortunate to take a trip to Malawi in support of our nominated Charity – The Sparkle Foundation. Sparkle exists to help support communities by providing programmes focussed on pre-school education, nutrition, health care and a community outreach programme to encourage and enable economic activity.

It was an educational and uplifting trip for me and one where we were able to add value to the operation of the charity and spend time experiencing a different culture. This reflects what Cornelius is and does – we want to be successful as a business, but we will do it in the right way, through charitable giving, supporting our teams to develop and grow their skills and ultimately give something back to all the different communities and stakeholders that the business touches across our operations in the world.

We continue to invest in our teams across the Group. During the year we moved to a new learning platform – Learn Upon – that will continue to provide the opportunity to acquire new skills with a much broader set of content.

Our internal Environmental Team (E-Team) worked through the year looking more deeply at our carbon footprint, understanding what we can and cannot measure to help us develop a programme to eliminate or reduce and then offset our CO₂e impact. This has been a period of learning and I hope to see us let this project expand its activities across all our operations in the year ahead.

Sincerely yours

Phillip Gibbons,
Chief Executive Officer



Our Vision

To be a leading international manufacturer and distributor of inspiring products and exceptional services for the life sciences and performance chemicals markets.

Our Mission

We will achieve our vision by continuing to value our strong, caring relationships with our key stakeholders – our employees, customers, suppliers, industry bodies and communities. We have an enviable past and will deliver a sustainable future by delivering expertise, innovation, and excellence in everything we do.

Our Values



We lead

Be innovative and ambitious
Be nimble and flexible
Be insightful and proactive



We care

Be passionate and have fun
Be collaborative and connect
Be helpful and supportive



We deliver

Communicate openly and honestly
Focus on customers first
Take initiative and deliver



This is our **Communication on Progress** in implementing the Ten Principles of the **United Nations Global Compact** and supporting broader UN goals.

We welcome feedback on its contents.

Manufacturer & Distributor:

Our core business competency is in distribution; we serve the needs of our Principals with sales, technical and supply excellence. We also recognise that a vertically integrated manufacturing business model, for specialist, high value products adds value for our customers. We will selectively invest to grow in manufacturing own brand solutions, where it makes strategic sense to offer a complete solution.

Inspiring Products:

We are committed to innovation and continuous improvement. We source fresh thinking solutions from the highest quality raw materials and ingredients partners around the world and intimately understand our suppliers' and customers' needs to stay ahead of market trends.

Exceptional Service:

We truly care about our customers and deliver excellence in technical and regulatory support, backed by first class customer support and logistics. Our Customer Care Teams are responsible, accountable and committed, and ensure our customers are front of mind in everything we do.



Life Sciences:

The Cornelius Life Sciences team delivers innovative and inspiring ingredients and additives for today's personal care, food and beverage and ocular and dental markets. Working closely with leading manufacturers, Cornelius is in touch with the latest nutrition, taste, texture, colour, aroma, visual and technical trends across all these industries to deliver exciting new product development innovation to the highest standards. Additionally, state-of-the-art creative and laboratory facilities enhance new product development processes further, providing manufacturers with unrivalled service and support.

Performance Chemicals:

Focused on technical excellence, we use our expert knowledge and commercial experience to research new additives, products and raw materials to support our customers' new product development needs in the Paints & Coatings, Plastics & Rubber, Construction Chemicals and Performance Materials sectors.

Human Rights

Principle 1

Businesses should support and respect the protection of internationally proclaimed human rights

Principle 2

Make sure that they are not complicit in human rights abuses

- In compliance with global human rights principles, Cornelius ensures all business is conducted to reflect its high ethical standards.
- Cornelius is an equal opportunity employer, operating with an impeccable standard of ethics that defines fairness, respect, integrity and trust.
- Cornelius remains an advocate of the Universal Declaration of Human Rights and continues to enforce and respect these laws across its global operations.

Human Rights – Action & Implementation

- Cornelius continues to support and fully complies with the Human Rights Act.
- As proud members of one of the world's largest collaborative platforms on supply chains, SEDEX, Cornelius can leverage responsible sourcing data and identify opportunities to make informed business decisions. By encouraging sustainable business practices in line with SEDEX, Cornelius drives continuous improvements across its value chains.
- Cornelius has several policies in place to ensure that it offers a rich environment for all employees, including equal opportunities, ethical trading and modern slavery policies.
- The company works with its partners to ensure policies are well communicated throughout the supply chain. As such, Cornelius performs regular reviews to ensure that all supply chain partners are trading with the highest ethical standards and remain in compliance with the Human Rights Act.
- The board of directors has adopted a new focus on Environmental, Social and Governance practices (ESG). Last year we created a company 'E-Team'. The broad aim of the team is to engage the business with ideas and opportunities to reduce our global impact, and develop an offset plan with targets for the years ahead. As part of an ongoing focus to deliver best governance practices, a full board effectiveness review was carried out during the year before, which was facilitated by an external expert. While the review found the board to be effective, further actions have been identified to deliver further improvements.



- Over the past year we have seen several activities coming from our E-Team. Such as employee upskilling training activities, awareness raising through employee events such as 'Meat free May', new posters have been put around the business to remind people of the small differences everyone can make from things like turning off power at the switches. We are assessing our CO₂e footprint and evaluating options to work towards reducing this, with the hope of eventually eliminating this altogether.
- Cornelius continues to work closely with its chosen charity, The Sparkle Foundation, as well as a number of local community organisations, and has donated over £50,000 within the last year in corporate donations and through its Giving Fund – a voluntary employee-led initiative to raise funds for the charity. This means the charity has been able to continue its excellent work locally and in Malawi, despite the challenges presented by the pandemic. More details can be found on our work with Sparkle on page 7.
- In addition to the Giving Fund work with Sparkle, Cornelius have also created a Giving Day. This is a day in addition to annual leave, given to employees to spend some time in the community doing an activity that is important to them, in an area they choose. Giving Days have ranged from support in a primary school, to a care home, to an animal rescue centre and support for refugees to name a few.

Human Rights – Goals

- Cornelius remains focussed on Social responsibility and ethical strategies through the new ESG focus, reporting on, and ensuring that it accurately describes and measures its performance against key performance indicators.
- The actions identified from the board effectiveness review have been implemented and will be ongoing over the next year.
- Cornelius aims to develop the onboarding system for new suppliers to enhance partnerships by asking specific questions related to social responsibility and ethics prior to the approval of any new supply chain partners. We will also continue to monitor our existing supply chain partners.



THE SPARKLE FOUNDATION™

✦✦ *Creating brighter futures*





This is our **Communication on Progress** in implementing the Ten Principles of the **United Nations Global Compact** and supporting broader UN goals.

We welcome feedback on its contents.

The Sparkle Foundation

Measurement & Outcomes Supporting Sparkle

Cornelius pledges to make a difference in Africa

Cornelius is a proud supporter of The Sparkle Foundation, a charity that focuses on supporting struggling communities, orphans and vulnerable children in Malawi – one of the world’s poorest countries.

To enable the children to shine bright and sparkle every day, Cornelius set up ‘The Giving Fund’, a voluntary initiative that is led by a small group of committed employees, which aims to raise vital funds for the Foundation, complementing the donations made corporately by the company.

- The Cornelius Giving Fund has raised over over £2000 in the last 12 months.
- Staff events raised £2,937, including a cookalong, summer party and quiz night.
- Cornelius staff logged a total **71 volunteering hours** for the charity, and in addition facilitated a trip to the centre in Malawi for 5 people.



“Since the Covid crisis, The Sparkle Foundation has faced very challenging circumstances in Malawi. Aside from trying to return to some sense of normality, the local community has had to cope with the most serious cholera epidemic in that part of Africa, along with the devastating effects of Cyclone Freddy. Together we have helped 17 different communities in the region through these traumatic events, as well as providing about 700 meals per day, education and health facilities. Every one of us at Cornelius is proud that we are able to make a difference and help in this way.”

Dr. Neville Prior, Chairman and Director of Cornelius Group

Visit the Cornelius website to see The Giving Fund’s latest work and fundraising activities

www.cornelius.co.uk/about-us/esg/





This is our **Communication on Progress** in implementing the Ten Principles of the **United Nations Global Compact** and supporting broader UN goals.
We welcome feedback on its contents.

Labour

Principle 3

Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining

Principle 4

The elimination of all forms of forced and compulsory labour

Principle 5

The effective abolition of child labour

Principle 6

The elimination of discrimination in respect of employment and occupation

- Cornelius has always adopted standards that are consistent with established and globally accepted labour requirements.
- As one of the company's core values, Cornelius ensures employees are taken care of, fully appreciated and actively encourage and promote employee engagement and diversity.

Labour – Health & Safety

- This year has seen the continuation of our H&S strategy implementation.
- This second year of the strategy implementation has provided us with good progress as we looked to embed roles and responsibilities into the wider organisation with activities such as Risk and COSHH assessment, contractor control, workplace inspections and internal safety audits all being driven by department leads with action plans for improvements generated.
- We have continued our focus on training with the Safetyhub platform providing digital content tailored to each department running courses throughout the year and the provision of many training events hosted both on and off sites, these included forklift truck, spill and racking inspection training and initiatives to capture the wider business such are a drive training programme and mental health first aider training.
- We have not had a reportable accident or incident within this period but have managed to capture 155 near miss reports, each one has provided us with a valuable opportunity to assess our activities and consider improvement actions, many of which have been implemented.

- This in addition to a new safety suggestion scheme has really highlighted an engaged workforce into our strategy and confirmation that we are on a positive trajectory with Health & Safety. Whilst important for us to reflect on our performance our focus is now on enhancing our H&S culture and making our driven strategy the new benchmark for future growth.
- We have introduced a new digital learning platform with deeper level content and are using it to develop specific learning paths for certain risk areas and activities, these learning paths will provide our staff with a greater set of skills and knowledge to perform their role.
- In addition to the new training platform we are continuing to invest in external training provision with a comprehensive schedule of training planned in key areas to again build our knowledge base. Continuing with the accident/near miss ratio business KPI, we have also introduced an internal audit measure that ensures we review and update all of our internal standard operating procedures and are continuing on our roadmap to achieving ISO45001 in early 2024. The ISO45001 accreditation process is a key measure of the successfulness of our strategy and the communication that all staff have a role to play in its achievement is the consistent message throughout.
- The staff willingness to adopt new responsibilities and approach review and change activities with a positive mindset is the real key to our performance so far and this is becoming our culture, not our objective.





This is our **Communication on Progress** in implementing the Ten Principles of the **United Nations Global Compact** and supporting broader UN goals.

We welcome feedback on its contents.

Labour Continued

Labour – Action & Implementation

- Cornelius continues to audit all its suppliers regularly regarding their employment practices.
- All salaries exceed minimum wage standards and all employees have signed contracts, confirming these in writing.
- The employee handbook has recently been replaced by a policy section on the Cornelius Hub – our intranet site that allows the appropriate documents to be updated and re-shared when necessary, giving Cornelius employees access to all policies that clearly communicate their rights and responsibilities. To ensure every employee has a voice, processes are in place that offer equal opportunities, alongside ‘whistle blower’ provisions within our recently updated Whistle Blowing policy.
- Employment law changes are regularly monitored.
- Cornelius has never been involved in any investigations, legal cases or other relevant events in relation to the Global Compact Labour principles.

Labour – Measurement & Outcomes

- Cornelius wants to inspire its employees. This year we have updated our employee appraisal programme and continued management training on this for all UK employees. The new process includes holding performance reviews at least twice a year, which outline objectives and personal growth goals. They also consider how we all work in line with our company values.
- A staff engagement survey continues to form part of our people strategy, being held in April 2021, followed by a pulse survey in October 2021 and subsequent surveys in the April of 2022 and 2023.. As a result of the latest survey, Cornelius received ‘one to watch’ accreditation status on the Best Companies index score, further demonstrating that the company has ‘good’ levels of engagement.



- Our levels of engagement across the business have remained steady over the past year, which is a great achievement during a difficult economic period. This is an ongoing project and we continue to work with all our employees to ensure they are happy and healthy at work.
- Health and safety committee meetings are held monthly, with representation taken from a cross section of the business. During our committee meetings we discuss employee wellbeing along with physical health and safety, as at Cornelius physical and mental wellbeing is equally important.
- Cornelius implemented a digital approach to health and safety reporting and training in early 2021. This was created as part of a new cloud-based reporting and training system process, allowing the business to roll out and standardise its approach across the group locations. This has been a big success for the group with engagement in reporting and training levels increasing dramatically throughout 2021 and continuing in 2022.

Labour – Goals

- Cornelius continues to have employee action plans based on the latest engagement survey results. This plan will have a nuanced approach for each department to ensure actions are meaningful and tangible for local teams.
- Over the coming year, Cornelius will continue to listen to employee feedback through workshops, breakfast meetings with the CEO and various other forums for communication and put in place plans to increase engagement across all sites.



Environmental

Principle 7

Businesses should support a precautionary approach to environmental challenges

Principle 8

Undertake initiatives to promote greater environmental responsibility

Principle 9

Encourage the development and diffusion of environmentally friendly technologies

Environmental – Action & Implementation

- Cornelius is committed to promoting a sustainable environment, taking responsibility for its global actions and implementing environmentally friendly processes where possible.
- The company is aiming to minimise its environmental impact year-on-year by spearheading opportunities to deliver product distribution in the most efficient and effective way.
- The company aligns its business processes with all relevant environmental legislation, best practice and guidelines.
- To ensure that the company does not source from areas or species known to be at environmental risk, Cornelius operates a policy of sustainable sourcing from its partners and has incorporated checks into supplier audits.
- More than 130 individual process assessments have been completed throughout the company's operation to understand environmental impacts, these processes are regularly reviewed and recorded in our Aspects & Impacts Register.

- To ensure responsible energy consumption, Cornelius actively encourages an environmentally conscious business culture. Actions that have been taken are as follows:
 - Paper waste is recycled as packaging material.
 - Energy awareness stickers and posters created for UK and Poland offices.
 - Workplace Inspection with specific environmental questions - this has been trialled in the lab and some additional steps now taken to reduce our overall Co2 impact.
 - Environmental awareness educational videos piloted with the E-team for a decision if appropriate to roll out to the rest of the business.
- In March, Cornelius successfully retained the ISO14001:2015 accreditation with LRQA. The audit took place over two days and was split between activities in both UK distribution and UK manufacturing.





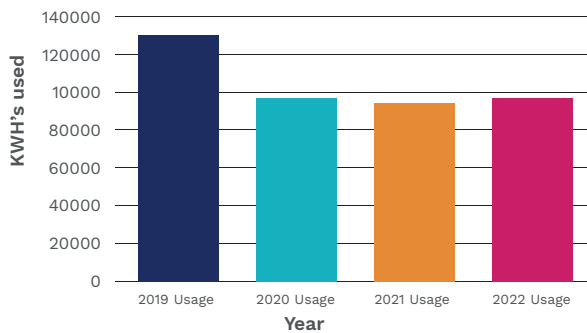
This is our **Communication on Progress** in implementing the Ten Principles of the **United Nations Global Compact** and supporting broader UN goals.
We welcome feedback on its contents.

Environmental

Environmental – Measurement & Outcomes

- Received three minor non-conformances during ISO14001:2015, these were not an immediate threat to the efficacy of the environmental management system and will be addressed through root cause analysis, containment, correction and corrective action.
- Employee Emissions survey completed by all UK employees to gauge part of our scope 1 and scope 2 emissions. This survey will be repeated as we consider our approaches to measuring all of our activities.
- 1% less fuel used in 2022 for company travel compared to 2019 (2020 and 2021 being COVID years).
- Less than 1% increase in electricity used in 2022 compared to 2021 at our Woodside facility
- Between 2021 and 2022 the paper and printing expenditure was the same at our Woodside facility.

Total Woodside electricity usage



Environmental – Goals

- Cornelius learned valuable lessons in the last couple of years and in 2022 implemented a 3-day office and 2-day remote work schedule to embrace the flexibility of hybrid working to benefit employees and the environment. The company will continue to monitor the benefits throughout the year and will assess its impact on the environment and business periodically.
- Continue to generate improvements based on activity from our 'E-Team' initiative.
- The E strategy focus components are;
 - Commitment to collecting comprehensive and consistent environmental data from across the business.
 - Understanding the data for our own waste, packaging, energy usage and emissions under Scopes 1-3.
 - Analysing our CO2 footprint to give actionable insights about the areas where we are improving or need to do better.
 - Engaging with stakeholders, having dialogue with customers, principals, employees and industry partners.
 - Our impact relative to climate change through our business activities.
 - Delivering a product portfolio that is Sustainable – through our offering of materials, developed formulations and principal selection.



This is our **Communication on Progress** in implementing the Ten Principles of the **United Nations Global Compact** and supporting broader UN goals.

We welcome feedback on its contents.

Anti-Corruption

Principle 10

Businesses should work against corruption in all its forms, including extortion and bribery

- Cornelius has a zero-tolerance policy to corruption and enforces rigorous methods to ensure employees adhere to these standards at all times

Anti-corruption – Action & Implementation

- When conducting business with partners and acquiring new business, Cornelius assesses the risk of corruption and follows the anti-corruption and bribery policies in place. These policies are discussed at employee inductions and are available to be accessed on demand via the online Cornelius Hub.
- The company prides itself on professional integrity and has a zero-tolerance approach to bribery and corruption, ensuring transparency in all trade deals and business relationships.
- Business partners and suppliers understand the company's stance on anti-corruption and ethical behaviours, with policies clearly communicated in legally-binding contracts.
- Cornelius continues to run mandatory compliance training for all employees across all locations. There is training on important courses such as anti-bribery, and competition law. This ensures we keep our knowledge up to date, and our message of anti-corruption is reinforced throughout our organisation.



Anti-corruption – Measurement & Outcomes

- Cornelius has never been involved in any legal cases, ruling or other events related to corruption and bribery.
- 100% of the company's business and supplier contracts include anti-corruption clauses in legally-binding contracts.

Anti-corruption – Goals

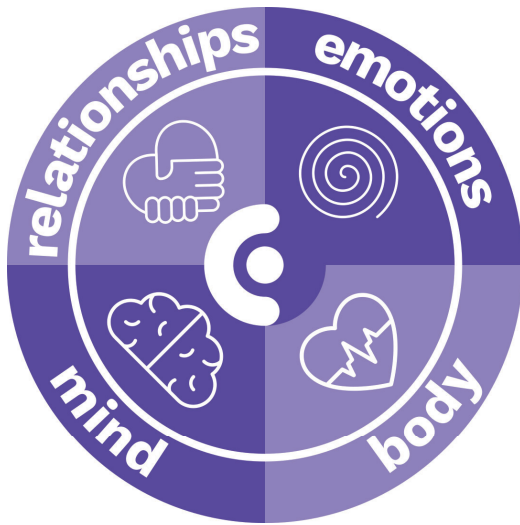
- Cornelius continues to work ethically, transparently and without violating the ten principles of the United Nations Global Compact. In addition, the company will seek to retain the utmost level of responsibility, reliability, and anticorruption now and in the future.





This is our **Communication on Progress** in implementing the Ten Principles of the **United Nations Global Compact** and supporting broader UN goals.

We welcome feedback on its contents.



Wellbeing Programme

Cornelius recognises that employee wellbeing is vitally important in the workplace. To be healthy and feel healthy is to look after one's whole self. As a company that cares, it is important for us to acknowledge the health and wellbeing of our employees to create strength, resilience, and support where it is needed the most.

This means we must take time for our wellbeing by making it a part of our life and work. It is why Cornelius has created a holistic approach to wellbeing, encouraging a healthy lifestyle for all in four key areas; emotions, body, mind and relationships. Activities focusing on these core areas are implemented throughout the year and are available to all employees.

Smart Working

With the introduction of Smart Working, Cornelius gives its employees the opportunity and responsibility to work with their managers and agree changes to their week that help them be more efficient and productive.

Where possible, employees can choose to work in different locations for 2 days per week, supporting them to be happier and more productive in their roles, while reducing their impact on the environment with less commutes. This enables our employees to take ownership and decide the best way to find their work-life balance, making Cornelius an even better place to work.

Learning and Development

Cornelius has partnered with an online learning provider – Learn Upon, which provides a number of e-learning courses on topics such as personal development, health and safety, and role specific learning.

Cornelius aims to provide a blend of different learning activities, with internal learning sessions, and face to face training on topics such as a Customer experience programme.





Cornelius Group Plc

©2022 All rights reserved.

Cornelius House, Woodside, Dunmow Road, Bishop's Stortford, Herts, CM23 5RG, UK

+44 (0) 1279 714 300 ✉ sales@cornelius.co.uk

