

Corporate Social Responsibility Policy

OPM enables strategic decision-makers to design and implement sustainable solutions for reducing social and economic disadvantage in low- and middle-income countries.

Whilst recognising that local laws and cultures differ considerably from one country to another, OPM is an international organisation and this Policy reflects OPM's fundamental aims and values. It seeks to ensure that the behaviour and conduct of those working for OPM reflects those values. OPM has signed up to the UN Global Compact and commits to align our strategies and operations with universal sustainability principles on human rights, labour, environment and anti-corruption, and take actions that advance societal goals.

OPM's values

OPM is united across the globe by our core values:

- collaboration and mutual support;
- integrity and respect;
- trust, empowerment and accountability

Areas of Corporate Social Responsibility:

- Contributing to sustainability and reducing negative impacts on the environment
- Making a positive impact in the communities in which we operate
- Promoting diversity and inclusion, respect and trust for all our stakeholders
- Protecting the health, safety, security and wellbeing of our employees and other workers
- Preventing bribery and corruption

The Environment

Our OPM Oxford office has ISO 14001 Environmental Certification and although there are no direct plans to seek accreditation in OPM's other offices, we are working to roll out our Environmental Management System globally over the next two years. Our commitment to reduce waste and minimise harmful effects on the environment caused by our activities is measured and monitored. We conform to applicable regulatory requirements and aim to achieve continual improvement of our environmental performance.

Communities

Having a positive effect on communities is at the heart of OPM's purpose. OPM programmes address highly complex economic, social policy management issues in the poorest societies.

OPM has been involved in some of the most inventive approaches to solving problems of poverty, equity, state fragility and economic growth, providing support to those designing and implementing national policy reform programmes, helping emerging states create and deliver policies for inclusive economic growth and human capital development.

The Oxford Policy Fellowship, a 'not-for-profit' enterprise within the OPM group provides direct capacity support to public policy in countries where we work. OPM provides in-kind and financial support to The Oxford Policy Fellowship to ensure its continued sustainability. Whilst OPM's country offices build sustainable national capabilities in policy analysis, policy reform and policy management for reducing social and economic disadvantage.

OPM also wishes to have a positive benefit on the communities where its offices are located. Therefore, OPM pays a 'living wage' to all its staff and supports employees who wish to do volunteer work within the community or for registered charitable institutions within the UK or internationally. Our primary vehicle for this is through our Volunteering Policy.

Diversity and Inclusion

OPM is committed to promoting equal opportunities and cultivating a diverse and inclusive workforce. We promote respect for and appreciation of different cultures. OPM measures its gender pay gap, reports on it annually and commits to closing the gap.

All our activities are underpinned by a commitment to ensuring that our stakeholders receive equal treatment regardless of age, disability, gender, marital or civil partner status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief, sex or sexual orientation.

We have a zero-tolerance approach to modern slavery, and we are committed to acting ethically and with integrity in all our business dealings and relationships. We implement and enforce effective systems and controls to ensure modern slavery is not taking place anywhere in our business.

Health, Safety, Security and Wellbeing

In our own offices, OPM adopts a risk-based approach to health and safety, safeguarding, security and wellbeing to ensure any necessary actions are taken to protect anyone who may be impacted by our work.

OPM has an Ethical Review Committee to ensure that any research studies that collect primary data from human subjects have complete adherence to international standards for research ethics. Our key concern is that participants in our studies should experience no harm as a consequence of taking part.

Anti-Bribery and Corruption

We conduct all of our business in an honest and ethical manner. We take a zero-tolerance approach to bribery and corruption and are committed to acting professionally, fairly and with integrity in all our business dealings and relationships wherever we operate. We implement and enforce effective systems to counter bribery and corruption, including undertaking an annual anti-bribery risk assessment and annual training for all staff to raise awareness about our zero-tolerance policy.

We will uphold all laws relevant to countering bribery and corruption in all the jurisdictions in which we operate. However, we remain bound by UK laws, including the Bribery Act 2010, in respect of our conduct globally.

Review

OPM commits to periodically review and improve this policy, with reviews at a minimum, taking place every two years.

END

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Document Purpose:

To ensure that the behaviour and conduct of those working for OPM reflects our mission and values, and that OPM's business is conducted in accordance with wider sustainability principles.

Policy Overview			
Policy Owner	Head of HR		
Applies to	All UK staff and representatives		
Global or local scope	Global		
Version Number	2.0	Effective from	[Date]
Approvals (Dates)	Board		[Date]
	Policy Authorisation Committee		06/02/2020
	Other (please state)		N/A