
CHARITY AND GOOD CAUSES POLICY

Policy



| Maritime Transport LTD.

Charity and Good Causes Policy

1. INTRODUCTION

As a business we support several charities throughout each year, including The Royal British Legion and KidsOut. In addition, we often sponsor and support the good causes that our employees are involved in.

Due to the high number of donation and sponsorship requests we receive as a business, this policy aims to outline when and how a request may be made.

2. REQUESTS FOR DONATIONS

Any requests for donation should be made in writing to the marketing department. Whilst all causes are considered worthy, we are unable to support all of them and so requests for sponsorships, and donations are reserved for employees and customers only. All requests will be considered and agreed based on the budget available. Our sponsorship and charitable donations budget shall be considered and if possible, a donation to the cause will be made.

3. BUSINESS FUNDRAISING

Our office-based staff can hold one 'dress down day' per quarter where employees are able to help raise funds for their charity of choice. Each quarter, if an employee would like a 'dress down day' for their charity they should make a request, in writing, to the marketing department who will agree on one 'dress down day' per quarter and advertise this to staff appropriately.

4. FINANCIAL SUMMARY OF CHARITABLE DONATIONS MADE EACH FINANCIAL YEAR

A quarterly statement will be given to the Board by the marketing department to confirm the sum of the donations within that quarter, and who they have been donated and sponsored to.

5. BOARD APPROVAL

This Policy has been approved by the Board of Directors of Maritime Transport Limited who will ensure that it is reviewed and updated annually.



Simon Smart

Chief Executive Officer