



Communication Policy

Adding Quality to Industry

The policies of MTEC Engineering Projects
specify our values and principles.
We act in accordance with them.

Communication Policy

Active, honest, prompt
Credibility is our highest goal
Associates first and foremost
Communication – a management task
Communication is dialogue

Our Communication with all our Stakeholders is Active, Honest and Prompt.

Being prepared and able to communicate is the basis of leadership, of knowledge transfer and thus of the company's success. We maintain our scope for action by providing information quickly and proactively. We create transparency and present a true picture of our company to employees, customers, business partners, shareholders and the public at large.

Our Communication Strengthens the Credibility and Reputation of the Company.

We achieve and maintain our credibility through honest communication. This means that our words are borne out by the facts and by our actions. We communicate facts and decisions. We do not make promises, we do not communicate intentions and we do not comment on speculation and rumours. Credibility takes a long time to build up but may be destroyed quickly. Accordingly, we plan and coordinate our communication activities in order to create the necessary synergies and repetitions and to avoid contradictions.

We speak with a single voice. Our communication activities reinforce the M-TEC Engineering Projects brand and create a consistent, distinctive profile of our business that accords with its strategy, values and policies as well as its corporate image.

Employees Have Top Priority.

Even in difficult situations, our employees are the first to be informed, wherever possible by their direct line managers. We create an atmosphere of mutual trust among our employees, thereby establishing the conditions for frank discussions and an open exchange of views. There is no communication without trust and no trust without communication.

The free flow of information improves the motivation and well-being of our employees. It encourages and enables them to work independently and take decisions that are in keeping with business objectives. Every associate is informed regularly about developments in his or her immediate surroundings and about achievements and events in the Corporation.

Communication is a crucial management task.

Open and prompt information for employees by their line managers is our most important means of communication. Managers at all levels accept this responsibility at all times. It cannot be delegated.

We encourage an open flow of information regardless of hierarchies. We do not avoid conflicts, but we eliminate those that are caused by misunderstandings and personal resentment by encouraging all employees to behave openly. We do not use information as an instrument of power. Good leaders are good communicators. Many communication skills can be acquired by training – they can be learned.

Open, face-to-face discussions are the backbone of all communication.

Informing people is good – communicating with them is better.

We avoid «one-way communication» whenever possible. Being able to listen is just as important as being able to talk. We encourage a culture of open dialogue and freedom to express opinions without fear of recrimination. Rituals play an important part in developing the culture of a group. They are not suitable, however, for a frank exchange of views or for solving problems. We take this into account in preparing and conducting meetings, discussions, conferences, etc. We encourage creative and constructive criticism as a source of change and innovation.



Corporate Policy

Quality Policy

Occupational Health & Safety Policy

Communication Policy

Environmental Policy

Communications Policy

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