

Social Responsibility Policy

Print4UK Limited 2011

Policy Statement

Print4UK is committed to being a responsible corporate organisation. We believe that by fostering involvement in social issues we will achieve a partnership that benefits both the communities we work in as well as the organisation itself.

Purpose

The purpose of this policy is to provide a framework that outlines how the company will actively select, manage and support its sponsorship and charitable giving activities.

Underlying Philosophy

Print4UK believes the social policy will provide an opportunity for the organisation to commit to and provide the necessary support needed to remedy the social and environmental problems affecting our community. In addition, we believe these defined principles will allow us to actively engage our employees in our sponsorship and community investment initiatives.

The ways we intend to do this are by :

1. Forging relationships with charitable organisations whose objectives accord with the general nature of the companies activities;
2. Enabling our employees substantially to determine our charitable donations policy;
3. Providing our employees, where appropriate, with the opportunity to engage in activities that will benefit the community;
4. Pushing initiatives for the reduction and recycling of waste, as well as the efficient use of energy;

Our company focus :

1. We take seriously all feedback that we receive and, where possible, maintain open dialogue to ensure that we fulfil the requirements outlined within this policy.

2. We will be open and honest in communicating our strategies, targets, performance and governance to any interested parties in our continual commitment to sustainable development.
3. The Directors are responsible for the implementation of this policy and will make the necessary resources available to realise our corporate responsibilities.
4. The responsibility for our performance to this policy rests with all employees through the company.
5. We shall strive to improve our environmental performance through implementation of our Environmental Policy.
6. We shall encourage dialogue with local communities for mutual benefit.
7. We will register and resolve customer complaints in accordance with our quality policy.
8. We will support and encourage our employees to help local community organisations.
9. We will operate an Equal Opportunities policy for all present and potential future employees.
10. We will offer our employees clear and fair terms of employment and provide resources to enable their continual development.
11. We will maintain a clear and fair employee remuneration policy and will maintain forums for employee consultation and business involvement.
12. We will provide safeguards to ensure that all employees are treated with respect and without sexual, physical or mental harassment.
13. We shall provide, and strive to maintain, a clean, healthy and safe working environment.
14. We shall uphold the values of honesty, partnership and fairness in our relationships with all interested parties.
15. Contracts will clearly set out the agreed terms, conditions and the basis of our relationship.
16. We will operate in a way to safeguards against unfair business practices.
17. We shall encourage suppliers and contractors to adopt responsible business polices and practices for mutual benefit.
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20. We will ensure that through regular staff meetings, the policies contained herewith are encouraged and understood.

We will review this policy on a regular basis.

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