



**Augustus Martin Ltd.**

**Statement of Corporate Responsibility**

Date April 2008  
Augustus Martin Ltd  
St Andrews Way  
Bromley-By-Bow  
London  
E3 3PB

## **Introduction:**

Augustus Martin strongly believes that its actions can have both a positive and negative impact on its stakeholders and the wider community. As such we have drafted this statement to ensure that this impact is a positive step towards creating a better environment for all.

We have set up a corporate responsibility committee, which includes members from all areas of our operation including Senior Management, Human Resources, Finance, Health & Safety, Environmental, Communications, Production and from the Print Floor. The committee is chaired by the Finance Director, who has over all responsibility for the policy. The Policy will be reviewed each year and we will publish a Corporate Responsibility Report.

The policy is in three major sections, Environmental, Social and Health & Safety. In all areas Augustus Martin will, as a minimum, fully comply with all appropriate UK legislation.

## **Environmental Policy:**

Augustus Martin is one of the UK's largest producers of printed point-of-purchase (POP), and outdoor advertising material. It operates from its modern headquarters in London's Docklands area.

The company operations include Lithographic, Screen and Digital printing, Warehousing and all other Pre and Postproduction functions.

**Augustus Martin is accredited with the BS EN ISO 14001 : 2004, Environmental Management Standard. The firm is also accredited with both FSC / PEFC (mixed source) sustainable forests certificates; as such we can guarantee the chain of custody on accredited materials.**

The company acknowledges that its operations have an environmental and social impact and it is committed to undertaking activities in preventing pollution, by respecting all existing environmental regulations / requirements and in meeting all new regulations and striving to improve its environmental performance, to conserve energy and natural resources by:

- Continuing to develop our environmental management system to international standards.
- Reducing the use of energy and water in relation to its turnover.
- Managing its waste stream with a view to optimising recycling rates, and reducing landfill.
- Ensuring that its operations have minimal adverse impacts on the neighbourhood.
- Using paper from sustainable sources where practicable.
- Regularly reviewing opportunities in the market place to improve its production methods and reduce its impact on the environment.

The environmental performance of the company will be reviewed twice yearly at a senior level in the company.

The Policy and its implications will be communicated to all those who contribute to the company's environmental performance and to the general public.

## **Social**

We acknowledge our social responsibility to our employees, suppliers and the wider community and are committed to the following:

### **Employment**

#### **Age**

- Children either under the age of 15 years, the legal minimum age, or the age of completion of compulsory schooling, will not be employed.
- Young persons under the age of 18 years will not be employed in conditions, which may be hazardous to their development. A risk assessment will be carried out when they commence employment. If the employee is aged between 16-18 years old they will be under the supervision of a named person.
- Augustus Martin welcomes employees over the statutory retirement age that wish to continue working. We have a variety of age groups working at Augustus Martin including many close to and often some beyond retirement age.

#### **Conditions of Employment**

- Augustus Martin will issue contracts of employment to all new employees outlining job title, salary, start date and hours. All other terms and conditions are covered in the employee handbook a copy of which each employee receives.
- Augustus Martin's terms and conditions of employment ensure that workers are not treated unfairly, including those from vulnerable groups. There will be no exploitation or discrimination based on age, race, disability, religion, national origin, gender or sexual orientation.
- Workers will not be required to work in excess of 48 hours per week, except where arrangements are made for opt-out. Local cultural norms and seasonal circumstances will be observed.

#### **Remuneration**

Wages and benefits will be in line with the local market for the applicable skills and never less than the legal minimum wage criteria, where applicable.

#### **Unions**

There is currently no officially recognised union at Augustus Martin, however we recognise and respect that several employees may be trade union members.

#### **Works Committee**

We hold works committee meetings on a quarterly basis where employee representatives from different areas of the business are able to voice the views of their colleagues. This forum has been used to introduce new initiatives and staff benefits, as well as generating feedback on a wide variety of matters.

#### **Other Development Activity**

Opportunities will be given to employees to take a professional qualification if it is related to their role and will be of benefit to themselves and the Company.

## Ethical trading

- We will work closely with all our suppliers to encourage them to develop a CR Statement of their own, along similar lines and with similar principles to ours.
- We will not knowingly print or produce anything that contains images, statements or suggestions of an obscene or discriminatory nature.
- We will ensure that our business has a positive impact on the local community through the employment and development of local people and by supporting local community projects.

## **Health & Safety:**

- Our Employees' working conditions will comply with all relevant UK health & safety legislation.
- Exposure to health & safety hazards will be reduced, and where possible avoided, with adequate equipment or protective clothing, provided at all times.
- Emergency procedures and accident prevention measures are in place, including relevant health & safety training.

## **ISO 9001 accreditation:**

Underlying the above is our commitment to maintaining our ISO 9001 quality standards and accreditation. This has and will continue to have a positive impact on all areas of our operation.