October 2013

Schiel & Denver Book Publishers United Nations Communication-On-Progress

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Business Profile Schiel & Denver Publishing Limited

Established in April 2008, Schiel & Denver provides ISBN book publishing, book production, editorial, book marketing, book printing to independent authors with mainstream book distribution to all booksellers and libraries across the United States, Canada and Europe.

Schiel & Denver Book Publishers holds membership with the Association of American Publishers (AAP) and the company is CCR-registered with the US Department of Defense as well as authorized as a Data Controller in the UK under the Data Protection Act 1998.

Company Websites:

http://www.schieldenver.com

Contact Information:

832-699-0264 (US) +44 02476 98 0562 (UK)

Statement of Continued Support

On behalf of Schiel & Denver Publishing Ltd, I am proud to reconfirm our company's commitment to the UN Global Compact. We first became a signatory in 2009 and did so out of the belief that the Global Compact's ten principles truly reflect Schiel & Denver's operating philosophies, standards and processes.

We furthermore remain fully committed to sustainability in its broadest context and operate day to day on the basis that we have a responsibility to balance economic interests with those of the environment as well as with those representing the needs and interests of the communities in which we operate and serve.

Our commitment to transparency is outlined each year in Schiel & Denver's Communication-on-Progress report where we utilize the Global Reporting Initiative criteria as the basis of describing our year-to-year progress.

Bill Hanson Senior Manager Schiel & Denver Publishing Ltd

09 September 2013

United Nations Global Compact Principles Human Rights

Schiel & Denver's Commitment

At Schiel & Denver, we expect our partners and employees to conduct any business related to us fairly, legally, and with integrity. Our common goal is to be a good corporate citizen in every jurisdiction and community in which we conduct business. We support and seek to comply with the following human rights principles in conjunction with our wider UNGC commitment:

- <u>Principle 1</u>: Business should support and respect the protection of internationally proclaimed human rights
- *Principle 2:* Business must ensure that they are not complicit in human rights abuses.

S&D's Commitment (External References)

- > Operating Manual For Authors
- > Corporate Citizenship Report

Implementation

• Schiel & Denver has conducted a thorough assessment of our 'Ethical Code' for Suppliers which furthermore highlights the ten principles of the UN Global Compact and we expect our suppliers to adhere to our code through out their operations with us.

United Nations Global Compact Principles Labor Standards

Schiel & Denver's Commitment

Schiel & Denver supports fair and equitable working conditions, not only for its own employees, but for individuals in Schiel & Denver's supply chain. In our direct operations, the company strives to create safe, productive, and rewarding environments so that our authors and employees can reach their potential and help our business to flourish. We comply with the following principles:

- <u>Principle 3</u>: Business should uphold freedom of association and the effective recognition of the right to collective bargaining
- <u>Principle 4</u>: Business should support the elimination of all forms of forced and compulsory labor
- <u>Principle 5</u>: Business should support the effective abolition of child labor
- <u>Principle 6</u>: Business should support the elimination of discrimination in respect of employment and occupation.

Labor Standards

S&D's Commitment (External References)

- > Operating Manual For Authors
- > Schiel & Denver's UNGC Strategic Policy Objectives

Implementation

- We ensure that all members in our supply chain are members of the Book Industry Study Group (BISG) - America's leading book trade association, giving us access to BISG's Product Data and Product Label Certification Programs. This offers the opportunity for us to comply with industry standards evaluated and ranked by expert independent advisers.
- Schiel & Denver continues to ensure that the Calvert Women's <u>Principles</u> we adopted in early January 2010 are properly implemented. The principles set a benchmark as the first global code of corporate conduct focused exclusively on women's issues and as such we encourage all companies to consider adopting them.

United Nations Global Compact Principles Environmental Standards

Schiel & Denver's Commitment

Schiel & Denver is committed to minimizing as much as possible our environmental footprint on natural resources and started by gaining a good understanding of the main elements of the carbon emissions from our book publishing and printing processes. We comply with all applicable environmental laws and are continually look for innovative ways to decrease our impact on the environment, most significantly in paper materials use.

- <u>Principle 7</u>: Business should support a precautionary approach to environmental challenges
- <u>Principle 8</u>: Business should undertake initiatives to promote greater environmental responsibility
- <u>Principle 9</u>: Business should encourage the development and diffusion of environmentally friendly technologies

S&D's Commitment (External References)

- > Operating Manual For Authors
- > Responsible & Sustainable Book Publishing

Implementation

- In relation to books published under Schiel & Denver's children's book publishers imprint - Heirloom; we ensure that our printers fully comply with the testing and certification requirements of the US Consumer Product Safety Improvement Act of 2008 for lead content in "ordinary books". Laboratory results revealed that no book products manufactured by Schiel & Denver tested above 10 parts per million ("ppm") for total lead content, which is significantly below the allowed lead content limit of 600 ppm effective on February 10, 2009, or the limit of 300 ppm effective on August 14, 2009.
- In complying with the Consumer Product Safety Improvement Act, Schiel & Denver can guarantee parents and teachers that none of our books will pose a danger of lead toxicity to children.
- In shifting our supply chain to utilize demand-driven publishing and printing technology, we have drastically reduced the number of unsold returned books in our process, and we we are keen to ensure that all papers used in our book publishing activites are sourced from ISO14001 compliant U.S. manufacturers and thus well-managed forestry.
- Schiel & Denver offers electronic 'eBook' publishing as an option to all new authors.
- Schiel & Denver is continually working to evaluate the emission of greenhouse gases from our products across their lifecycle; from the book production to packaging disposal.

United Nations Global Compact Principles Anti-Corruption

Schiel & Denver's Commitment

Schiel & Denver expects all our suppliers and employees to lawfully adhere to relevant local and national regulations, and standards of honesty and fairness in carrying out all business. Schiel & Denver is committed to compliance with the following principle:

• <u>Principle 10</u>: Business should work against corruption in all its forms, including extortion and bribery

S&D's Commitment (External References)

- > Operating Manual For Authors
- > Company Vision & Values

Implementation

- Schiel & Denver continues in our long-standing commitment to equal opportunity in employment, which we believe is an integral part of our corporate environment.
- We strive to create an inclusive working environment for our staff and we do not tolerate any form of discrimination, physical or verbal harassment with respect to color, race, gender, national origin, religion, age, disability, sexual orientation, gender identity and/or expression, or age status.
- In the event of any harassment or violence (of any form) we have an internal policy to immediately diassociate ourselves with that entity, whether individual or corporate, and where relevant we report the matter to the appropriate authorities.
