

Findel Education Limited Communication on Progress

Implementing UN Global Compact
principles throughout our
business and value chain.

4th August 2014



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Statement of Continued Support

To our Shareholders/Stakeholders:

I am pleased to confirm that Findel Education reaffirms its support of the ten principles of the United Nations Global Compact in the areas of:-

Human Rights, Labour, Environment & Anti-Corruption

In this annual communication on progress, we describe our actions to continually improve the integration of the Global Compact principles into our business strategy, culture and daily operations. We also commit to share this information with our stakeholders using our primary channels of communication. This year we will focus on furthering our environmental objectives & new targets for health & safety in the workplace across our group.

Yours Sincerely,



Tony Hillyer

Managing Director

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Corporate Social Responsibility Statement

Findel Education strive to purchase both goods and services in a responsible manner, whilst encouraging and supporting our suppliers in doing the same. We are committed to managing all associated environmental impacts, ensuring the fair treatment of those involved in producing the products that we sell and promoting equality throughout our supply chain.

By implementing sustainable management systems that adhere to the requirements of both ISO9001:2008 and ISO14001:2004, we have confidence in our continually improving processes, to deliver superior customer service, without impacting negatively on the world we live in.

Building sustainable supply chains and eradicating impacts on the environment is a long term commitment and to achieve this Findel Education is proud to have an array of dynamic and diverse people within its organisation.

Through the support of effective line management coupled with great opportunities for learning and career progression, our business capability is strong. It is important to us to ensure we encourage all of our people to reach their full potential in everything they do for our business, for our customers, for themselves and for each other. This month, we are undergoing our first ever audit to BS OHSAS18001:2007 for Occupational Health and Safety & have been working towards the principles of accreditation throughout our business.

Policies

Leading our commitment to ISO9001:2008 and ISO14001:2004 sits our Quality and Environmental Policies. These now sit on our CSR website page, in addition to internal availability.

Findel Education is dedicated to the education market. Our aim is very simple – to provide quality products at competitive prices with the highest standards of Customer Service. Findel Education will ensure that its products and service always meet the customer's expectations and comply with any relevant current legislation or regulatory requirements.

The Quality Policy is relevant to our organisational goals and the expectations of our customers.

Specific quality objectives for the products and services will be set and reviewed through management review meetings and through the business planning process. The Board of Directors are committed to ensuring continuous improvement and to achieving agreed quality standards by maintaining an effective Quality Management System that complies with International Standard BS EN ISO 9001:2008.

Continuous improvement will be achieved by regularly evaluating our products, services and internal operations and identifying actions to ensure that all quality objectives are achieved and that nonconformities are prevented. All relevant internal and external suppliers will acknowledge their responsibilities and will fully participate in any activities which lead to the improvement of the quality of products or services.

Compliance with this policy, the supporting quality process flow charts and other documents is mandatory for everyone (except when a deviation is approved by a director following our concession/deviation process).



Findel Education is committed to preventing pollution and to complying with all relevant environmental legislation, regulations and other environmental requirements.

We will regularly evaluate the environmental impact of our activities, products and services and we will take action to continually improve our environmental performance by implementing an Environmental Management System that meets the requirements of ISO 14001.

It is our policy to:

- (a) Minimise the use of energy, water and natural resources
- (b) Minimise waste through prevention, re-use and recycling where possible, with an aim of "zero waste to landfill"
- (c) Dispose of waste safely and legally
- (d) Avoid the use of hazardous materials, where practical
- (e) Work with environmentally responsible suppliers
- (f) Prevent environmental damage and minimise nuisance factors such as noise and air pollution

We will define environmental objectives, targets and improvement actions that are related to this policy and to our significant environmental aspects. We will regularly evaluate progress against these through our 'Management Review' process.

We are committed to providing relevant environmental training and promoting environmental awareness to employees and, where appropriate, to suppliers and to communicating our environmental performance.

We will implement processes to prevent environmental nonconformities and to ensure that we are prepared to deal with potential environmental emergencies.

This policy will be regularly reviewed and updated to take account of organisational priorities and changes, environmental legislation and best practice.



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Benefits of OHSAS18001



There are targets that we would like to achieve through our OHSAS18001 accreditation:

- Reduce incident and accident rates through identifying risks and hazards.
- Improved performance of accident monitoring and reporting.
- Better control and absolute minimization of risks to employees & site visitors.
- Compliance with health and safety legislation.
- Improved communication, training and induction.
- To be known as a health & safety conscious business, putting people before profits.
- Embedding a health and safety culture within our business.

Environmental Objectives and Target Performance

Environmental Objectives, Targets and Performance

Objective	Target	Performance
Reduce Gas and Electricity Consumption	5% reduction	4% Reduction - Electricity 5% Reduction - Gas
Reduce Waste	Zero waste to landfill	96.7% Recycled
Reduce Fuel Emissions	max. 140g/m for cars and Euro 5 or 6 for supplier transport vehicles wherever possible.	Policies in place for all outbound carriers. PLC Car Policy.
Reduce Water Usage	5% reduction	23% Reduction!

The targets put in place for 2013/14 for our environmental objectives were achieved & surpassed due to hard work & commitment to our ISO 14001 accreditation & commitment to efficient environmental management within our business.

Our target for 2014/15 is to further reduce these figures & we will agree key objectives for reduction after our ISO 14001 audit in August 2013.

H&S Objectives & Targets

Proposed Health & Safety Objectives and Targets

Objective	Target
Achieve OHSAS18001 certification	Certification by external assessment body
Reduce RIDDOR incidents to zero	Reduce by 1 RIDDOR p/year
Reduce the amount of accidents	Keep below the national accident threshold rate for our Standard Industrial Classification (SIC)
Improve workplace health	YoY reduction of long term sickness and absence

Labour/Human Rights

Supplier Ethical Audits

As part of Findel Education's ongoing commitment to the UNGC labour principles, an agreement has been reached with a third party audit provider. Whilst we have had supply chain data provided through our own audit procedures for many years, we believe by using a third party provider we provide greater transparency throughout our supply chain and customer base.

The audits cover the base code of the ETI to ensure that:-

- Employment is freely chosen
- Freedom of association and the right to collective bargaining are respected.
- Working conditions are safe and hygienic
- Child labour shall not be used
- Living wages are paid
- Working hours are not excessive
- No discrimination is practiced
- Regular employment is provided
- No harsh or inhumane treatment is allowed
- Environment

Audit reports are monitored on a continual basis.

Labour/Human Rights contd..

Employee Engagement & Development

Findel Education Limited ensure that all its employees are aware of all current legislation surrounding employment . A dedicated Leadership & Development team also encourage active employee engagement through training.

A new intranet system is in operation which includes the provision of all HR policies and procedures, every employee has access to this business tool.

Findel Education actively encourage employee engagement which helps the business strengthen its processes. Every employee receives a GAME plan which are defined measurable goals to aid them in their development within the business.

Measurement of outcomes of the above processes are gauged through our employee voice programme. Actions are put in place to remedy any highlighted weaknesses identified by our employees through our continual improvement programme driven by our leadership team.

Anti-Corruption

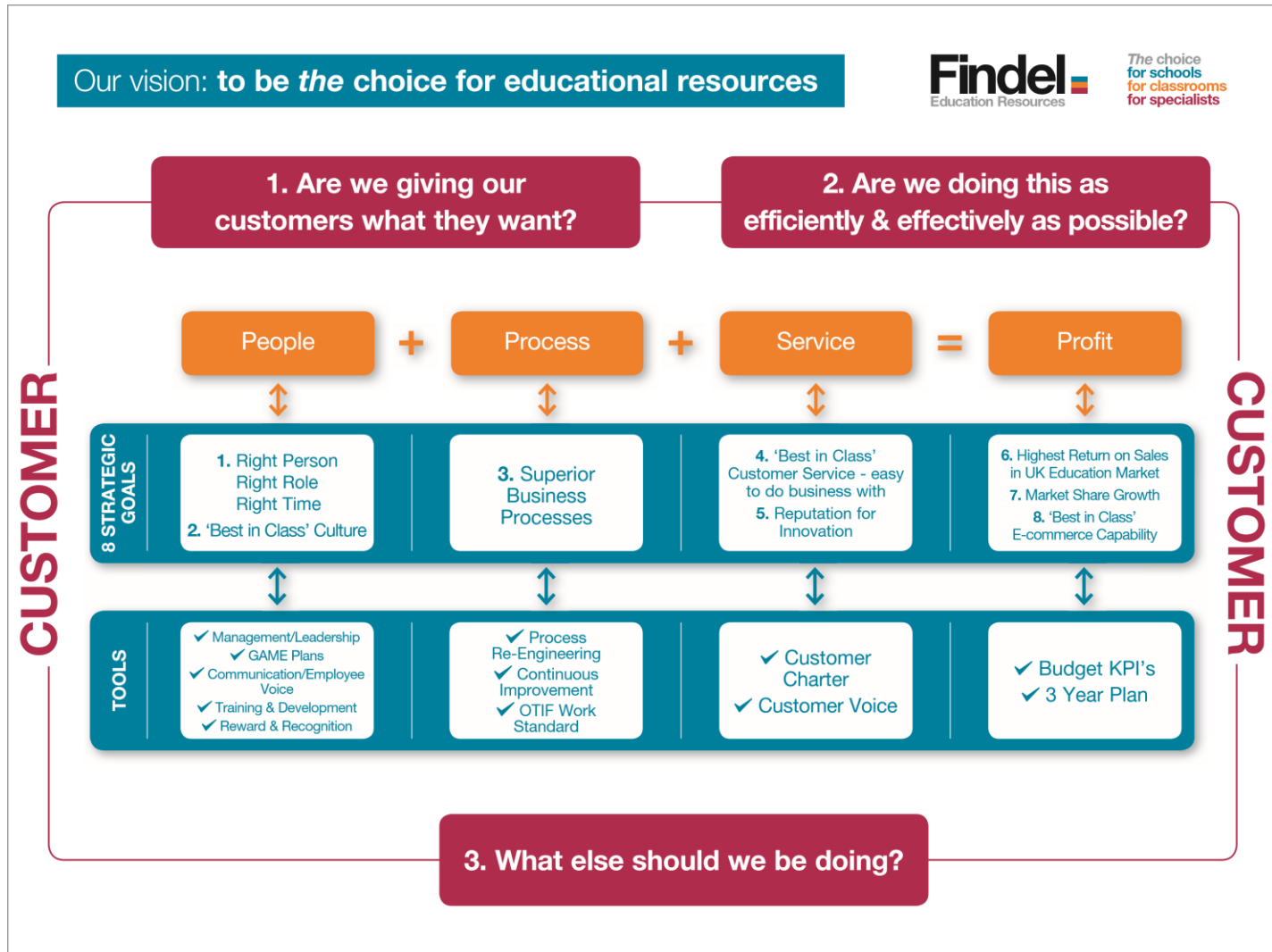
Employees during on-boarding process within the business are informed of the companies anti-corruption and 'whistle blowing' policy. The company also operate a code of conduct policy which must be adhered to at all times. Additionally, the leadership team and relevant management representatives have completed online courses on the subject through our L&D team.

The companies anti-corruption policy enables employees to raise concerns internally at a high level and to disclose information which the individual believes shows malpractice or impropriety. These could be in relation to the following:

- Financial malpractice or impropriety or fraud
- Failure to comply with a legal obligation or statutes
- Dangers to Health & Safety or the environment
- Criminal activity
- Improper conduct or unethical behaviour

An anti-bribery policy is also supplied by our third part audit company to suppliers before carrying out an ethical audit. Findel Education do not have any anti-bribery cases under investigation.

Our Vision



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