

ALL HARD COPY OF THIS DOCUMENT IS UNCONTROLLED



HOWARD HUNT GROUP PROCEDURE
CORP_000
CORPORATE SOCIAL RESPONSIBILITY POLICY

OWNER: Group Business Development Manager

AUTHORISATION

Signature:

Date:

Position: Managing Director, Howard Hunt Group



Corporate Social Responsibility Policy

The Howard Hunt Group is engaged in a number of allied activities servicing the direct marketing industry. This policy applies to all operations within the Group and we will also use our influence on suppliers and subcontractors to adopt compatible policies.

We recognise the fact that our business does not exist in isolation, simply as a means of making money, our employees depend on our business. Customers, suppliers and the local community are all affected by our company and what we do. Our products, and the way we make them, have an impact on the environment. Howard Hunt's Corporate Social Responsibility policy takes all this into account as reflected in the following objectives to: -

- Service our customers with products and services hallmarked by innovation, integrity, quality and care.
- Conform to the international quality management standard ISO 9001.
- Create an environment to attract, develop and retain the best personnel in the business and maintain a culture that encourages a stimulating, healthy and enjoyable work-life balance.
- Meet and exceed the requirements of the national Investors in People standard.
- Consult with employees to improve Health and Safety in the workplace.
- Continuously improve our environmental performance by promoting solutions to reduce our consumption of resources, minimize our waste and ultimately reduce our carbon footprint.
- Conform to ISO 14001 and encourage clients to purchase printed products made from fibre originating from forests certified to Sustainable Forestry Management Standards (FSC or PEFC) with minimal packaging.
- Collaborate with our supply chain to develop long term relationships based on fair and ethical procurement methods.
- Involve the community in suitable initiatives that use our skills, time and financial support.
- Conform to all relevant regulatory requirements.

This policy is available to all interested parties and is regularly reviewed to ensure that it remains relevant to our business.

Luke Pigott
Managing Director
November 2012