

	HAMELIN POLAND LTD POLICY Corporate Social Responsibility Policy Health & Safety, Quality and Environmental Policy	Version no: C4 2.1. Date: 29.09.2014
No C4	Hamelin Polska Sp. z o.o.	Update: 11.10.16

Hamelin Poland Ltd is a member of the Hamelin Group, which is one of the world's leaders in supplying quality products for education, business and the graphic arts world. We have a European focus, but our brands: Oxford and Elba, are known and used throughout the world.

Our markets are changing quickly, particularly that for office supplies. Digital technology is bringing about changes in consumption patterns and company organisations. The rise of web-based distribution methods will have an impact on classical distribution models based on physical sales outlets. This digital revolution will also affect all levels of our supply chain including overall stock reductions, reductions in supply lead times, a greater demand for product availability and the automation of data flows, etc.

Additionally, the tonnes of wood fibre converted or used each year in our stationery products in the form of paper or board, in addition to the working conditions of our staff are all major challenges across the whole supply chain. Our key account clients are increasingly seeking improved supply chain reliability, and this is something which is coming up more frequently in the course of our business relationships.

What's more, climate change and its dramatic consequences will eventually lead to widespread awareness of the need to conserve our natural resources and limit greenhouse gas emissions.

Consequently, to guarantee its long-term future, the company must adapt to all of these changes and anticipate new trends emerging over the coming years. In addition to ensuring compliance with regulations, we are firmly committed to a process of continuous improvement in order to:

- Protect the health and safety of our staff,
- Reduce the environmental impact of our products across the whole supply chain,
- Prevent and avoid the risks of accidents and pollution,
- Be attentive to the needs and expectations of our clients, suppliers and consumers, employing fair business practices at all times,
- Guarantee the profitability of our company,
- Respect human rights and local communities,
- And promote the principles of Sustainable Development in our dealings with our partners.
- Producing products that meet the legal requirements and the demands and expectations of customers,
- Supreme Management commitment to implement and maintain a system of traceability according to the PEFC & FSC® standard.

This policy provides the framework for our business strategy, our long-term objectives and our annual reports.

At the same time, we would like to emphasize that the policy is known and implemented by our employees, as well as publicly available by posting a copy on the premises in the Production Plant and the Distribution Center in Włocławek, and also in the Sales Office at Hamelin Poland Ltd in Warsaw.

All employees are responsible for the implementation of the policy and the objectives arising from it, and for the quality in their assigned duties and their duties.

Signed:



HAMELIN POLSKA Sp. z o.o.
PREZES ZARZĄDU

Date : 11th of October 2016