

Sustainability Policy

Part of Landor UK's Corporate Social Responsibility Policy

Our principals:

- Make sustainability part of the core function of Landor UK in all areas of the business from purchasing through to delivery incorporating all disciplines and departments.
- To make sustainability as important as profitability in all areas from materials to capital investments.
- To minimise the impact of our production processes on the environment from a local level to a global level.
- To put sustainability at the heart of new developments and innovations including internal company development and in the products and services we offer to our clients.
- Sustainability will be made the responsibility of every member of staff to ensure our company's policies are adhered to, our standards maintained, and our goals achieved.

It is the intention of this document to set out the key principals of Landor's commitment to sustainability in all areas of our business. As part of our wider policy framework this document will address areas not otherwise elaborated on in the legislation or task specific policy documents and give guidance to our employees, suppliers, and clients on our intentions relating to environmental sustainability and maintaining our responsibilities to our clients and our team.

Manufacturing, Consumption and Environmental Impact

Our industry by its' very nature has an impact on the environment and as a company it is our intention to minimize our impact on the global climate as much as is possible by the implementation of a sound and sensible approach to sustainability in the manufacturing process. To do this we have formalized many of the processes we as a company have used from the very beginning. Remove, Reduce, Reuse, Recycle is a well used and recognized basis for sustainability and it is the basis of our approach.

- **Remove** – We regularly review all areas of the business from the printing process itself to our back office operations with a view to removing resource consumption and waste wherever possible.
- **Reduce** – Wherever and whenever possible we aim to reduce material consumption in the printing and manufacturing process and to make the materials we do use go as far as possible.
- **Re-use** – It is common practice throughout Landor UK to examine the possibilities for reuse in all of our materials and consumables and where it is possible this is done as a matter of course. This is nowhere more apparent than in our use of timber products, which are reused at every opportunity.
- **Recycle** – Where disposal is the only available option all of the materials involved in the large format production process that are suitable for recycling are recycled either within Landor UK or with a dedicated recycling contractor.

Throughout the production process it is imperative that all of the materials used are done so to their fullest potential which means that only materials of the appropriate size will be purchased to minimize wastage and where this is not possible that the remaining material is left in such a state that it can easily be reused in another project or process.

At the heart of our company is innovation and it is imperative that Landor UK continues to seek out and offer the latest in products that can reduce our impact on the environment and expand the range of recyclable materials available to our customers.

Throughout the company we analyze our back office procedures to minimize the use of hard copy documents in turn reducing our consumption of paper and toner. It is this constant review that allows us to reduce the production of general waste.

This practice is being rolled out throughout the company with a particular focus on the purchase ledger and accounts departments with a view to making as many processes as possible paper free.

We aim to fully comply with and where possible exceed the requirements of the current legislation with regards to the decommissioning and disposal of redundant and "end of service" machinery and equipment. All consumable components consisting of any plastics or metals will be recycled by an appointed professional organization.

The storage and disposal of any and all waste and byproducts of the printing process deemed to be hazardous or toxic by the current legislation are to be carried out in accordance with the prevailing legislation and are only to be carried out by an appointed, compliant, professional organization.

It is the aim of Landor UK to work with suppliers that share our commitment to the principles of sustainability and offer products and services that meet our high standards as well as comply with our principles of sustainability. Where applicable all of our products manufactured in the European Union must comply with the current REACH guidelines in their manufacture and where possible have as many recycled and recyclable components to their manufacture. Products manufactured outside of the European Union must comply with guidelines of similar scope and intention in their country of origin. Where paper based products are concerned they must be FSC certified or at the very minimum FSC compliant and be free from additives that would exclude them from the recycling process.

Specific Materials to Focus On

The above outlines our principles and more general company wide efforts toward attaining environmental sustainability whereas the following section focuses on what we have identified as key materials and parts or the production process that have the greatest impact on the environment and require a constant and ongoing commitment to ensure that their impact is reduced as much as possible.

Shipping and Travel

Wherever possible Landor UK will make all endeavors to reduce the impact of travel to and from client sites by the use of public transport and walking. We will also where possible reduce and consolidate the volume of shipped items in turn reducing the fuel costs of shipping our items.

It is important to us that our suppliers share this drive to reduce the impact of shipping. Landor UK work closely with its suppliers to reduce the number of consignments sent to us and endeavor to work with companies who share this same commitment.

Energy Consumption

We will seek to reduce the energy consumption of office equipment and manufacturing equipment by purchasing energy efficient equipment and good housekeeping. We will operate a 'turn it off' policy to ensure that lights and equipment are fully turned off (not left on standby) when not in use. We shall investigate the purchase electricity from a supplier committed to renewable energy and seek to maximise the proportion from renewable energy sources

PVC

Many of the materials used in the production of large format graphics are solely or in part based on petroleum products. Whilst these products are the best on the market in term of performance their environmental impact is much higher than non PVC based products. With products based solely on petroleum products such as PVC the increased impact is not only due to the raw materials used in

their production but also due to the fact that although a recyclable material PVC is not recycled on any considerable scale due to the cost effectiveness of the recycling process. It is this lack of recycling that has led to stringent monitoring and strict waste reduction methods at Landor UK.

As well as our ongoing commitment to waste reduction we also make it a priority to research, test and implement PVC free alternatives as and when they become available. This process includes the introduction of fully recyclable FSC compliant paper based products and other PVC, Chlorine and cadmium free vinyl products.

As part of our corporate and social responsibility framework this document will be part of or at the very least referenced in our employee hand book and made available to all members of staff, clients, potential clients, suppliers, and contractors.

The manufacturers of Phototex implement the following categories for recycling with its characteristics of:

- Backing liner – **Category 2** - Paper, including newsprint; ledger paper; computer paper; corrugated cardboard; and mixed paper.
- Material – **Category 5** - Textiles, including no reusable clothing; upholstery; and pieces of fabric.
- When inks and Lamination is added it can move Phototex to **Category 12** - Chemicals, including acids; bases; solvents; fuels; lubricating oils; and medicines.

Fire Classification of Construction Products:

European Class according to DIN EN 13501-1 Fire Retardant B,C-s1 d0