

# Bisley

## Corporate & Social Responsibility Policy

### About Bisley

Bisley conducts its business from its manufacturing site at Newport in South Wales, Bagshot in Surrey, Clifton Street in London and the main showroom located in Dallington Street, London. Bisley is a UK manufacturer of a wide range of steel storage products predominantly for the business workplace, with ranges designed for those working from home for both the UK and international markets. Bisley also manufactures industrial storage products designed for use in heavy engineering environments for both commercial and private sectors.

### Our Philosophy

The Bisley philosophy is to continuously re-invest in major capital projects with the objective of providing manufacturing excellence. In the past 20 years, Bisley has invested over £80m. The production and distribution facilities, totalling 52,000m<sup>2</sup>, deliver a combined output of 15,000 finished steel storage cabinets per week.

Bisley employs the most advanced manufacturing processes from in-house tool-making and computer aided design (CAD) through to precision folding, robotic welding, CNC drilling, and laser cutting and automated plants for powder paint application. This philosophy has enabled the Bisley Group to become Europe's largest manufacturer of steel and wood based storage products for the office and industrial environments.

### Our Vision

To understand our customer needs and to ensure the continued success of the company through reinvestment in order to create a centre of Lean manufacturing excellence, together with long-term secure employment for all our employees.

### Scope of Corporate and Social Responsibility Policy

Corporate Social Responsibility at Bisley means doing the right thing for our people, our business, the environment and the communities we operate in. We continually strive to improve our social and environmental performance with the objective of ensuring that our activities contribute to the sustainable development of the communities in which we operate.

Examples of our commitment as a responsible corporate citizen are:

- Bisley is a member of the Engineering Employers Federation.
- Bisley is a member of the Confederation of British Metalforming.
- Bisley is a member of the Furniture Industry Sustainability Programme.
- Bisley is a Gold Partner of The Duke of Edinburgh's Award Scheme.
- Bisley is an equal opportunities employer and operates a recruitment and selection procedure which ensures all applicants are treated equally.

### A Great Place to Work

Bisley endeavours to provide well paid, long-term secure jobs for all its employees, maintaining its position as market leader in the UK, in the face adverse competition and economic trading conditions.

Equally, Bisley has become a well respected organisation which all our employees are proud to work for. The Company has excellent communication links with its employees via regular Works Council meetings and monthly team brief that is circulated to all employees.

### Involvement in the Community

Bisley has well established links and focused involvement at all educational levels in South East Wales and has provided engineering support to projects at both Lliswerry and Sassaieg Comprehensive schools in the Newport area, as well as Cross Keys College just outside Newport, including student and other visits to the factory.

The University of the West of England (Bristol) second year Design Students have twice been given the opportunity to

develop and design an idea for Bisley from prototype into Production, again as part of their coursework. In addition, Bisley regularly offers work experience placements as well as sponsoring students at University.

### Donations to Charitable and Sporting Organisations

Bisley has enjoyed a long association with local Hospices - St David's Hospice Care and St Anne's Hospice in Newport and a children's hospice near Cardiff. The Company has donated significant monies direct to these charities and various fund-raising efforts have produced generous donations.

Other charitable organisations regularly supported by the Company include 'The Poppy Appeal', 'Help for Heroes' and 'Breast Cancer Care Cymru'. The Company has also been involved in fundraising to help with global events that have affected people around the world due to natural and unforeseen events.

Bisley often tries to help charitable organisations and other good causes by donating returned or slightly damaged stock (ie: cupboards, filing cabinets etc), gestures which are always appreciated by fundraising administrators. Bisley has often supported local football, rugby, gymnastics and boxing clubs with financial help.

### Supply Chain Management

Bisley endeavours to utilise suppliers of materials and components from sources that have a minimal impact on the environment and as such the majority of materials and components are sourced from suppliers or agents based within the United Kingdom.

### Impact on the Environment

Bisley is ISO 14001 :2004 accredited and also an accredited member of FISP (Furniture Industry Sustainability Programme) and FIRA 'Club-Green'. We actively support the preservation of natural resources to help reduce or limit our impact on the environment through the following initiatives and projects:

- Attending Carbon Trust seminars to keep informed of latest energy conservation techniques and government initiatives resulting in a 10% reduction in gas and electricity usage.
- Projected reduction of carbon emissions following installation of new LED energy-efficient lighting systems and other energy saving directives, ie monitoring water and energy supplies.
- Taking out a Climate Change Agreement (CCA), thereby committing to ongoing further reduction in energy consumption.
- Actively encouraging employees to participate in the 'Ride2Work' Scheme, supporting the UK Government's Green Transport Plan.
- Recycling - All our steel office storage products are fully recyclable. Other internally generated waste materials are recycled including: paper, cardboard, cans, waste oils, electrical equipment, wood and plastics.
- New manufacturing technology and innovative product design have achieved a reduction in component parts and raw materials of on average 25%, while still maintaining the integrity of our products.



Signed: .....

**JOHN ATKIN**  
Chief Executive

Date: December 2019