



Sustainable policy at Drukarnia Perfekt S.A.



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Sustainable development at Drukarnia Perfekt SA: introduction

The ultimate goal of any business that implements a sustainable development policy is to become climate neutral.

According to the European Commission, the road to a climate neutral economy would require joint action in seven strategic areas: energy efficiency; deployment of renewables; clean, safe and connected mobility; competitive industry and circular economy; infrastructure and interconnections; bio-economy and natural carbon sinks; carbon capture and storage to address remaining emissions.

The path to climate neutrality is a long-term and expensive process, as it requires large investments in new technologies and the gradual replacement of toxic components with new alternatives that are either biodegradable or do not release harmful emissions to the environment. Let's recall that Poland is not even sure it will be able to meet this condition by 2050; this suggests how long and complicated the process might turn out for many smaller companies.

Below, we would like to discuss the actions we have taken at Drukarnia Perfekt SA to minimize our environmental footprint in the coming years.

For now, we cannot say when exactly, if at all, we might achieve complete climate neutrality; such a declaration would be too risky at the moment. We know little about the plans and commitments of our partners, who manufacture paint, paper and other important components we use in our production, which makes it impossible for us to estimate when our strategic objective may be achieved.

The largest paper manufacturers in the world have committed to becoming climate neutral by 2030, which may give us a rough idea of the timeline. However, a lot still remains to be done, so we prefer not to name any dates just yet. Instead, we want to focus on taking small steps toward greater social and environmental sustainability and better management in our company.

This document will give you a brief rundown of our environmental measures, planned actions and investments, digitization projects, process automations and new customer requirements.



Business model at Drukarnia Perfekt S.A.

Resources	Business activity	Products	Results
<p>Human resources:</p> <ul style="list-style-type: none"> - more than 100 employees in Poland <p>Production resources:</p> <ul style="list-style-type: none"> - one print house in Poland - production capacity of more than 20 million book copies per year (different binding types) <p>Natural resources:</p> <ul style="list-style-type: none"> - water - energy - chemical additives - cellulose - pigments <p>Financial resources:</p> <ul style="list-style-type: none"> - cash 	<p>Supply:</p> <ul style="list-style-type: none"> - sustainable and ethical buying practices - a code of conduct for suppliers and their regular assessment <p>Innovation:</p> <ul style="list-style-type: none"> - looking for eco-friendly products, innovations, and high-performance production processes <p>Production:</p> <ul style="list-style-type: none"> - ownership of OHS processes in the company - commitment to quality and environmental protection throughout the process (ISO 9001, ISO 14001) <p>Sales:</p> <ul style="list-style-type: none"> - adherence to a code of ethics and anti-corruption policy guidelines <p>Transport and logistics:</p> <ul style="list-style-type: none"> - sustainable development and reduced CO₂ emissions 	<p>Recyclable products:</p> <ul style="list-style-type: none"> - paper and cardboard - aluminum sheets - wooden pallets <p>Services:</p> <ul style="list-style-type: none"> - standard products available as per price list - special products, customized in accordance with our clients' special guidelines (flexibility and professional consulting) - deliveries - training courses for clients to improve communication with our print house and discover its full potential <p>Emissions and waste:</p> <ul style="list-style-type: none"> - impact on the atmosphere (emission permits) - responsible waste management (waste permits) <p>Energy:</p> <ul style="list-style-type: none"> - photovoltaic panels (opening a "small solar power plant" in December 2022; construction of a "bigger solar power plant" to be 	<p>Clients:</p> <ul style="list-style-type: none"> - client satisfaction - client loyalty (longstanding cooperation with large clients) - very few complaints and refund requests <p>Employees:</p> <ul style="list-style-type: none"> - stable employment and safe working conditions - equal growth opportunities - few workplace accidents - low employee turnover - good relationships between employees, respect for employees and responsiveness to their suggestions <p>Society:</p> <ul style="list-style-type: none"> - tax contributions from the company and its employees - new jobs not just for the local workforce - healthcare program for employees and their families

		<p>opened by the end of 2023, which will cover more than 35% of our energy demand)</p> <p>- renewable energy use certificates – a new contract with Fortum, a leader in the market of cheap and clean renewable energy</p>	
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Business ethics

Drukarnia Perfekt S.A. has been active in the Polish market for nearly 30 years.

Over that period, we have provided services to businesses not only in Poland, but also all over Europe.

Our goal is to provide high-quality products and timely delivery, but also build our image as a trustworthy and responsible partner who creates a friendly work environment.

Drukarnia Perfekt S.A. is involved in business, takes ownership of its actions, and fully delivers on its commitments to local communities and the natural environment, as well as its obligations toward employees and business partners. All our employees are required to abide by the law, as well as the rules and principles of our Code of Ethics.

Our business ethics includes, as its indispensable element, an anti-corruption policy, which lays down rules for our company, our collaborators, and our business partners, imposing a policy of zero tolerance for bribery and corruption and introducing procedures to ensure compliance with the law. The policy also contains specific guidelines to help identify the risk of abuse.

We understand that business ethics is largely a matter of awareness. We are committed to training our employees and educating them about our guidelines to make sure each and every one knows and respects our principles.

In order to familiarize our employees with our codes of conduct, we have organized an e-training program and introduced a rule that each new employee must study our anti-corruption policy and code of ethics, which they have to confirm with their signature.

In addition, we undergo an annual ethical audit, SMETA4P, during which an auditor spends 4 days at our facilities to examine our conduct, transparency, fairness, and responsibility practices. The results of these audits are detailed in extensive reports and published by the Sedex Group, a global platform responsible for sharing information on ethical production standards in the supply chain.



Management involvement in economic, environmental, and social issues.

What we do?

1. We promote environmental protection, energy-efficiency, and sustainable growth.
2. The management of Drukarnia Perfekt identifies and supervises risks, following the advice of the management systems auditor and the directors/managers of specific divisions.
3. We define annual environmental and quality objectives and prepare final reports.
4. Our sustainability requirements also apply to our suppliers. We promote environmental thinking across the board.
5. We work to minimize our negative impact on the environment at every stage of the process (water, air, noise, etc.)
6. Our new investments have a positive impact on the environment, especially by reducing the use of resources, energy, waste (especially toxic waste), and replacing old products with new, eco-friendly alternatives.

The main aspects of our policy include:

1. Environmental impact
2. People
3. Business



Our top sustainable development policy actions:

1. Examining our environmental footprint and preparing reports (available to employees and clients)
2. Developing new, ecological technologies, replacing old machines
3. Balancing transports to reduce CO₂ emissions

4. Choosing environmentally aware transport companies
(reducing the share of transport by vehicles with emission standards lower than Euro5)
5. Organizing business ethics trainings for our employees
6. Educating clients about new products, encouraging a change of habits to promote environmentally friendly alternatives (even if that means a higher price)
7. Introducing OHS measures to constantly improve workplace safety
8. Training programs
9. Salary systems
10. Working with organizations that support and promote reading and encourage people to buy books (supporting programs in culture and science)
11. Auditing major suppliers, running “business transparency” checks and reliable cooperation assessments
12. Actively participating in industry initiatives
13. Following our anti-corruption guidelines and business ethics
14. Ensuring transparency in reporting our financial information and other important business developments
15. Meeting and communicating with our employees
16. Analyzing the environmental policies of our partners, studying their sustainable development documentation, drawing relevant conclusions (especially important business partners such as Sun Chemical, Heidelberg, Arctic Paper, Flint, who supply our crucial “production components”)
17. Implementing a well-considered, long-term plan to save energy as a strategic business resource (photovoltaics, LED lamps, on/off sensors, renewables in our contracts)
18. Pursuing sustainable development goals while offering competitive prices.



What exactly are we doing to achieve our sustainable development goals?

At Drukarnia Perfekt, we have identified 12 out of the 17 Sustainable Development Goals (SDG) published by the UN in 2015.

These goals are particularly relevant to our business and have the greatest impact on our growth.

1. For the environment...



- advanced water treatment installations
- 2 deep drilled wells
- water use monitoring and measurement
- implementing a waterpipe use plan and using water from our own drilled wells (efficient water use)
- educating employees about environmental measures
- improving energy efficiency, installing photovoltaic panels (covering 30% of our demand by the end of 2023), LED lighting – energy-saving lightbulbs (in the whole print house by the end of 2023), on/off sensors in places where employees are likely to forget to switch off the light
- measuring and monitoring emissions indicators,
- chemical testing at work stations,
- looking for low-emissions raw materials,
- ISO 14001 certificate,
- measuring and monitoring waste management indicators

2. For people...



- preparing annual OHS action plans
- offering an employee healthcare program
- performing post-incident analyses and keeping an incident register to prevent recurring accidents and failures
- organizing regular first aid courses to improve workplace safety
- training employees in safe hazardous substance handling
- regular employee performance audits (salary mapping)
- employing people of other nationalities (Ukraine, Belarus, Moldova) and giving them opportunities for growth
- 5S system at work stations
- a code of ethics and anti-corruption policy to ensure transparency
- internships for printing school students
- automating processes, using modern equipment to ensure workplace safety and comfort

3. For business...



- Innovative development policies, investment in modern equipment, work support tools, and processes designed to boost performance (LEAN, SMED, 5S,..)
- Responsible supply chain practices
- Measuring, analyzing, and minimizing our environmental footprint
- Investments in eco-friendly energy, e.g. photovoltaic panels (to cover 30% of our demand by the end of 2023), LED lights – energy-saving light bulbs (in the whole print house by the end of 2023), contracts for energy sales with companies that use renewables (100% of our energy comes from renewable sources)

- collaborating with other printing houses, industry associations, sharing experiences, cooperation
- sharing knowledge and experience with institutional partners
- involving our management in quality management processes

Main business risks and their management as per our sustainable development policy

	Risk	Mitigation measures	Measures at Drukarnia Perfekt SA
<i>Environment and climate</i>	Failing to meet the environmental standards accepted in Poland or the EU	<p>Monitoring environmental norms and indicators</p> <p>Early response to any changes in regulations</p> <p>Compliance with binding provisions and procedures</p>	Our company keeps track of its waste and emissions and follows any new developments in environmental law. We are flexible and quickly adjust to new standards, making sure all environmental regulations are promptly introduced in our company.
	Climate change may affect the physical conditions of production (droughts, floods, energy market)	<p>Reducing water use</p> <p>Collecting wastewater and using it in anti-fire tanks or for watering green areas</p> <p>Increasing the cooling capacity of sensitive electrical devices</p>	<p>We try to save water and educate our employees about its importance for the ecosystem. Wherever possible, especially in production, we rely on circular systems and professional filters.</p> <p>Wastewater is collected in an anti-fire tank purchased and placed underground specifically for that purpose. The tank undergoes regular technical checks.</p>

		<p>Reducing individual energy use</p> <p>Investing in renewables</p>	<p>We reduce energy use by installing new, energy-efficient machines and LED lights.</p> <p>We invest in renewable energy (photovoltaics).</p>
<p><i>People</i></p>	<p>Lack of competent staff (e.g. because of competition or retirement)</p>	<p>Creating an attractive and ethical workplace to attract and retain employees</p> <p>Training employees, boosting their skills, creating reward programs and motivation schemes</p>	<p>We offer attractive salaries, increasing our hourly rates and offering financial incentives to encourage innovative/economic thinking among our employees.</p> <p>We train our staff not only in state-of-the-art printing equipment, but also issues such as OHS, hazardous substances, workplace risks, and first aid techniques.</p>

	Workplace accidents	<p>Regular OHS trainings</p> <p>Analyzing all incidents to draw conclusions for the future (planning training programs based on previous accidents)</p> <p>Introducing “improvement potentials”</p> <p>Creating an incident-free environment</p>	<p>First of all, we provide OHS training to our employees, draw conclusion from recent accidents, and organize additional trainings for selected professional groups.</p> <p>We try to anticipate various situations to minimize accident risk and create a safe workplace (e.g. new bump rails, OHS uniform control, personal protective equipment, qualification checks and technical device checks)</p>
<i>People and business</i>	Limited control over suppliers and their human rights practices	<p>Controlling supplier practices by requesting signed declarations</p> <p>Implementing a code of conduct for suppliers</p>	<p>We talk to our suppliers and oblige them to study and sign our code of ethics and anti-corruption policy.</p> <p>We make sure our suppliers regularly send us updated substance data sheets and Reach declarations for selected product groups.</p> <p>We assess our suppliers in terms of our satisfaction with their materials/products, the number of refund requests,</p>

			timely delivery, etc.
	COVID pandemic	<p>Implementing procedures to protect employees, organizing trainings, raising awareness within the organization</p> <p>Maintaining and promoting high health standards among employees and contractors</p>	<p>Implementing procedures to maximize employee safety without compromising business continuity. Encouraging remote work whenever possible (office work, administration)</p> <p>Healthcare packages for employees and their families</p>
<i>Environment and business</i>	Energy market disruptions (e.g. lack of access to energy or low fuel quality)	<p>Monitoring the energy market</p> <p>Building lasting relationships with qualified suppliers</p> <p>Diversifying energy sources with a focus on new energy investments</p>	<p>Observing and responding to energy issues, introducing special contract clauses, constant contact with suppliers (suppliers as advisors)</p> <p>Investing in our own energy sources (photovoltaics)</p>
	<p>Difficult weather conditions (floods, heat waves, etc.)</p> <p>Country-specific risks related to the supply chain, production, and distribution</p> <p>Climate change</p>	<p>Emergency plans for such situations, looking for solutions that ensure business continuity under extreme conditions</p> <p>Carefully monitoring events in Poland and around the world in terms of the global business environment</p>	<p>Observing the market, talking to our business competitors</p> <p>Developing solutions for different climate scenarios, reducing work hours in the summer, longer breaks, ensuring reliable access to water</p>

