

Integrated Management Systems Policy Statement

Häfele U.K. Ltd. is committed to providing a service to our customers which ensures that they are provided with the best possible product and service, whilst endeavouring to protect the environment, our employees, visitors and all others who may be affected directly, or indirectly, by our activities.

In particular, we shall:

- ◆ seek to establish, maintain and continually improve an Integrated Management System (IMS) addressing the requirements of ISO 9001 (Quality) / 14001 (Environmental) / 18001 (Health and Safety), FSC-STD-40-004 (V.02) EN and SA8000 (Social Accountability);
- ◆ seek to ensure compliance with current and future environmental, social responsibility, and health and safety legislation as applicable, relating to our operation, and any other initiatives or requirements to which the company may subscribe;
- ◆ commit to liaise with all relevant external bodies and work with our own staff to continually improve our quality, environmental, social responsibility, and health and safety performance, prevent accidents and cases of work related ill health, and maintain safe and healthy working conditions;
- ◆ identify and seek to reduce significant environmental aspects, health and safety risks, and prevent any pollution which may arise from our processes, operations and work activities;
- ◆ provide appropriate quality, environmental, social responsibility, and health and safety information and training for our employees, building on competencies and encouraging them to apply good practice, both at work and at home;
- ◆ provide and maintain safe plant, premises and equipment and minimise, re-use and recycle all packaging materials wherever practicable;
- ◆ notify our employees, vendors and customers about our Ethics, Anti-corruption and Gifts policies and enforce them accordingly.
- ◆ discuss quality, environmental, social responsibility, and health and safety issues regularly at the highest levels of the company, consulting and communicating, where appropriate, with our employees on all issues affecting them;
- ◆ liaise with vendors and customers to facilitate the best possible products, service, safety, social responsibility, and environmental practices and to promote recycling;
- ◆ seek to ensure that the sustainability and recyclability of proposed new products is considered before they are accepted into our product range;
- ◆ inform our vendors of and enforce the company's Terms and Conditions policy, which insists that all wooden products provided by our vendors originate from controlled wood sources and, when specified by our customers, from approved Forestry Stewardship Council (F.S.C.) certified sources;
- ◆ establish, implement and review environmental objectives and targets annually, which will be measurable where practical and linked to the company's main environmental aspects, and these will be published in an annual Improvement Programme which the I.M.S. Manager is responsible for generating and monitoring.
- ◆ review and revise this policy as necessary at regular intervals.

Sound management principles and practices shall be documented, maintained and applied to realise these commitments, and to achieve demanding and publicly available performance objectives.

Arrangements to review our objectives, scope, environmental aspects and performance reviews may be made by writing to: John Callaghan, I.M.S. Manager, who will also welcome any observations on the quality, environmental, social responsibility, or health and safety aspects of our activities.

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