

# RCS Key Policy Document - Issue 4 Jan 1<sup>st</sup> 2026

## Environmental Policy

RCS takes responsibility for its impact on the environment and continually reviews policy to consider more environmentally friendly alternatives.

Reliant Colour's environmental policy has been drawn up response to the directors' desire to minimise the environmental impact of the company's operations and activities. The policy sets out where Reliant Colour Solutions will undertake actions to mitigate the environmental effect of specific actions and to provide a guidance framework to employees in making decisions with an impact on the environment around us, both on a local and global level.

## Sustainable Sourcing

- All paper stocks are sourced from accredited and managed suppliers.
- All printed products are sourced from fully sustainable forests with the least possible environmental impact.
- We are proud to be an Official Woodland Carbon partner, offsetting the carbon in our paper products by planting trees in the UK managed by the Woodland trust.

## Waste Management

- We recycle all suitable waste materials created during our business operation.
- Business processes are optimised to minimise wastage whilst maintaining our high-quality standards.
- Where materials cannot be recycled, they are disposed of in the most environmentally sensitive way with accredited waste management companies.

## Team Responsibility

- All our team are involved in managing environmental impact on a day-to-day basis.
- Awareness of environmental issues is included within every decision-making process.

## Core Labour & Ethical Policy

RCS will not employ any persons under 18 years old, proof of age will be required and verified before employment contracts are offered.

RCS employment practices are non-discriminatory:

Everyone is treated equally and with dignity, respect and must always behave with courtesy, patience and understanding

RCS practise a policy of inclusion and diversity, and no persons shall be discriminated against for their gender, sexual orientation or identification, marital status, colour, religious beliefs or disability or age.

All materials and services sourced on behalf of RCS are from Ethical and Sustainable companies based in the United Kingdom and subject to UK Law.

Forced labour or slavery in all its forms shall not be tolerated or used by RCS

RCS employees have the right to collectively bargain and have freedom of association (for example through employee representation or a trade union) this is already a right under UK law and committing to this principle does not place any additional obligations on a company.

RCS will not tolerate the use of unlawful child labour or forced labour in the manufacture of products it sells and will not accept products or services from suppliers, subcontractors or business partners (collectively referred to as "Suppliers") that employ or utilise child labour or forced labour in any manner.

RCS Suppliers shall not employ or utilise in any manner any individual below the minimum employment age set by UK law. All 3rd party suppliers are required to provide a copy of their own policy on request

## **Health & Safety**

RCS is committed to a safe working environment, and to:

- Prevent Accidents and work-related illnesses.
- Manage Health and Safety risks in the workplace.
- Provide clear instructions, information and training to ensure employees are competent to carry out their work.
- Provide PPE where required.
- Consult employees on Health and Safety matters.