



## Combined Management Systems Policy

The Leadership of Digaprint Ltd T/A One Digital is fully aware that the breadth and perceived quality of its services directly affects its competitive position, profitability and reputation. At the same time, we recognise the impacts that our operations, activities and waste have on the environment. We maintain a commitment to responsibly serve the interests of our customers and the wider community by acknowledging and meeting all of our contractual, legal and other obligations through encouraging our staff to be responsible for the standards of workmanship they apply and to minimise the adverse effects of any impacts through the implementation and continual improvement of One Digital's integrated business management system.

To all personnel is delegated both the defined responsibility and the authority to identify and evaluate quality or environmental problems and to initiate, recommend and provide effective solutions in relation to the processes that they control.

Through continued effective use of our policies and procedures we aim to ensure:

- Full compliance with all relevant legislation and statutory regulation relating to our personnel, machinery and vehicles, materials and conformance with associated principles and obligations within the current ISO standards 9001 & 14001.
- Full compliance with the FSC Core Labour requirements (full list on page 3). We will not use child labour or forced labour in any way. We will not discriminate in any form (see our equal opportunity policy). We will never deny freedom of association and a right to collective bargaining.
- That all activities which directly affect the quality of services are carried out under controlled conditions, having provided all relevant supporting documentation and training to all relevant personnel.
- The consideration of environmental concerns and impacts including the prevention of pollution into all of our decision making and activities, thus minimising the generation of waste and reducing its environmental impact through responsible disposal and recycling options.
- The setting and monitoring of performance criteria against objectives across various functional levels and across all business areas within the company to encourage and facilitate continual improvement.



Digaprint Ltd T/A One Digital is therefore committed to the following key policy principles:

- Working in partnership with our suppliers and customers to establish high standards of supplied materials, skilled production, reliable delivery and attentive aftersales service.
- Ensuring sufficient stocks of materials are held and equipment is efficiently operated and maintained to minimise production delays and keeping customers informed about any relevant issues as soon as possible.
- Sourcing non-hazardous alternatives to hazardous materials where commercially viable and using recycled, recyclable and environmentally responsible products where these are available, economical and suitable.
- Recognising that the minimum acceptable level of environmental performance is maintained as set out in current environmental legislation.
- Promoting high levels of quality and environmental awareness among employees, and training staff about key issues that affect their work and their responsibilities in maintaining good working practices.
- Communicating the Company’s Policy and commitments to all staff, suppliers, customers and other interested parties.

2022

Signed: .....  
Director

Date: .....



## FSC Core Labour Requirements

- 7.2 The organisation shall not use child labour.
- 7.2.1 The organisation shall not employ workers below the age of 15, or below the minimum age as stated under national, or local laws or regulations, whichever age is higher, except as specified in 7.2.2.
- 7.2.2 In countries where the national law or regulations permit the employment of persons between the ages of 13 to 15 years in light work, such employment should not interfere with schooling nor, be harmful to their health or development. Notably, where children are subject to compulsory education laws, they shall work only outside of school hours during normal day-time working hours.
- 7.2.3 No person under the age of 18 is employed in hazardous or heavy work except for the purpose of training within approved national laws and regulations.
- 7.2.4 The organisation shall prohibit the worst forms of child labour.
- 7.3 The organisation shall eliminate all forms of forced and compulsory labour.
- 7.3.1 Employment relationships are voluntary and based on mutual consent, without the threat of a penalty.
- 7.3.2 There is no evidence of any practices indicative of forced or compulsory labour, including, but not limited to, the following:
  - physical and sexual violence
  - bonded labour
  - withholding of wages /including payment of employment fees and or payment of deposit to commence employment
  - restriction of mobility/movement
  - retention of passport and identity documents
  - threats of denunciation to the authorities.
- 7.4 The organisation shall ensure that there is no discrimination in employment and occupation.
- 7.4.1 Employment and occupation practices are non-discriminatory.
- 7.5 The organisation shall respect freedom of association and the effective right to collective bargaining.
- 7.5.1 Workers are able to establish or join worker organisations of their own choosing.
- 7.5.2 The organisation respects the full freedom of workers' organisations to draw up their constitutions and rules.
- 7.5.3 The organisation respects the rights of workers to engage in lawful activities related to forming, joining or assisting a workers' organisation, or to refrain from doing the same, and will not discriminate or punish workers for exercising these rights.
- 7.5.4 The organisation negotiates with lawfully established workers' organisations and/or duly selected representatives in good faith and with the best efforts to reach a collective bargaining agreement.
- 7.5.5 Collective bargaining agreements are implemented where they exist.

# Certificate of Registration

This is to certify that the Management System of:

**Digaprint Limited trading as One Digital trading as One Digital**

**Unit 7, Woodingdean Business Park, Sea View Way, Brighton, East Sussex, BN2 6NX**

has been approved by Alcumus ISOQAR and is compliant with the requirements of:

ISO 9001: 2015



<b>Certificate Number:</b>	<b>7195-QMS-001</b>
Initial Registration Date:	9 October 2008
Previous Expiry Date:	6 October 2020
Recertification Date:	24 July 2020
Re-issue Date:	4 September 2020
Current Expiry Date:	6 October 2023

## Scope of Registration:

Digital, lithographic and large format printing including a wide range of finishing services to customer specifications.

Signed:  
**Steve Stubley, Technical Director**  
(on behalf of Alcumus ISOQAR)



This certificate will remain current subject to the company maintaining its system to the required standard. This will be monitored regularly by Alcumus ISOQAR. Further clarification regarding the scope of this certificate and the applicability of the relevant standards' requirement may be obtained by consulting Alcumus ISOQAR.

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