

Corporate Social Responsibility at stacked

People-Planet-Profit



Our Corporate Social Responsibility Mission

Putting a premium on people and the environment

We recognise that to be sustainable a business must be profitable, but not at any cost. Our CSR model is based on a principle of People-Planet-Profit. We put our customers, suppliers, and staff first, we always seek to do no harm to the planet, and we promote environmentally friendly products and services to our clients wherever we can.

We also strive to work with ethical and environmentally conscious suppliers as often as possible. We hold two ISO certifications so our customers can be confident that we have a robust and environmentally mindful business model and can deliver on our promises.

 stacked

The Three Pillars of Stacked CSR

Economic | Social | Environmental

OUR COMMITMENTS

 stacked

1. Economic

Quality Management

Stacked is certified to ISO9001:2015 which is an international standard dedicated to Quality Management Systems (QMS). Under this certification we have developed a suite of procedures outlining operational controls. A Corrective Action process is built into this suite which enables us to address complaints, internal process issues, supplier issues and audit findings. We also have a set of guidelines to control the introduction of new procedures and the amendment of existing documents.

Compliance

As a provider of business products and services, we are conscious of our own and the obligations of our customers in relation to GDPR, Data Protection and Privacy. As such, we have created a comprehensive Privacy Policy, covering how we collect and process personal data as well as details on how and why we retain data. This is available to view on our website. It is a live working document and is subject to change based on internal process audits, compliance requirements and national or international changes to the law.

More information on this can be found on our website.

Transparency & Ethical Behaviour

We strive to make our transactions with customers as straightforward and transparent as possible. To this end we have published a detailed set of Terms and Conditions on our website, covering areas such as Quotations, Prices, Payments, Deliveries, Returns and Shortages, Damages, Discrepancies, And/Loss In Transit. This is a live working document and is subject to change based on internal process audits, compliance requirements and national or international changes to the law. We regularly communicate with and ask for feedback from our customers so that we can continue to improve our services and product offerings.

More information on this can be found on our website.



2. Social

Our employee's welfare is paramount, and we recognise that the Best Stacker is a Happy Stacker.

Support

We have a Laya Employee Assistance & 24/7 Mental Wellbeing Programme in place to support the health and happiness of our staff. It can be used by our employees and their spouses/partners and any dependent over the age of 16 who is living in the same household. Services offered through the programme include:

- Life Coaching
- Career Counselling
- Day to Day Practical Advice (Home, Travel, Eldercare Services, Childcare)
- Health Advice including Physio, Podiatrists and Dietitians.
- Support for Non-Irish Nationals and their families.
- Consumer Advice
- Mediation
- Work Relocation Advice
- Financial Assistance
- Legal Assistance

Laya's fully qualified counsellors are highly experienced in both personal and work-related issues and can support anyone suffering a wide variety of problems, including but not limited to:

- Depression, anxiety, stress
- Grief and bereavement
- Addictions
- Relationship and marital problems
- Work stress and work-life balance issues
- Workplace conflict and communication
- Career progression or retirement



The Three Pillars of Stacked CSR

Economic | Social | Environmental

Engagement

Staff engagement and morale is high on our list of priorities here at Stacked. We run monthly activities to promote engagement, participation, and collaboration across all departments. Some of the activities we have organised (pre pandemic) are baking competitions, karaoke, and on-site massage days.

During the pandemic, our activities were moved online, so we came up with innovative new ways for our Stackers to engage with each other and with the business, such as the Super Stacker Awards and The Win-Win (Rewards for Suggestions). Prizes and rewards are always included in these activities to make our Stackers feel more appreciated.

Wellness

We organise regular wellness activities several times each year, separate to what is provided by Laya. Our most recent programme consisted of a schedule of weekly virtual events, including a cook along with a qualified nutritional therapist, a live comedy gig, an instructional session with a mindfulness teacher and a motivational speaker.

The pandemic has tested everyone's mental health in ways that we never imagined. In recognition of this, our Stackers have also recently been gifted with a one-year subscription to the mindfulness and meditation app, Headspace.



Day to Day

Our staff handbook contains essential information for our employees on day-to-day business practices such as salary, hours, different types of leave available, training & development and housekeeping.

Our handbook also sets out our policies for disciplinary and grievance procedures, health & safety, sexual harassment, equal opportunity, bullying prevention, and respect and dignity at work.

The Three Pillars of Stacked CSR

Economic | Social | Environmental

Staff Learning Support Fund

We have just launched a new staff learning support fund to support employees personal and professional development by sharing the financial burden. Staff are invited to learn a new skill, get certified, or discover more about a subject they are interested in.

Stacked will co-fund up to 50% of the course, up to a maximum of €1,000 per person per year. There are no restrictions on the type of course employees can do and it does not have to be related to their job.



The Three Pillars of Stacked CSR

Economic | Social | Environmental

How We Recruit

Stacked is committed to equality of opportunity for employees and applicants.

This policy is supported by the following actions:

- a) Recruiting, hiring, training, and promoting persons without regard to race, Civil or Family status, religion, gender, age, national origin, or disability.
- b) Not imposing unreasonable requirements for recruitment, or promotional opportunities that would tend to mitigate against certain employees on the basis of race, Civil or Family status, religion, gender, age, national origin, or disability.
- c) Ensuring that all personnel actions such as compensation, benefits, transfers, layoffs, return from layoffs, company sponsored training, education, tuition assistance, social and recreational programs are administered without regard to race, Civil or Family status, religion, gender, age, national origin, or disability.



Company Matching Scheme

We have recently introduced a Company Matching Scheme to support our employees personal fundraising efforts for Irish charities.

Up to 20 of our employees can apply to have funds they have raised matched by the company, up to a limit of €250 per employee per year.

This scheme will enable us to donate to multiple Irish charities each year, to the value of €5,000, while supporting the causes that are close to our employees hearts.

3. Environment

Certifications

Stacked is certified to ISO14001:2015 which is an international standard dedicated to Environmental Management.

Under this certification we commit to running our business in an efficient and environmentally friendly manner.

To this end, two senior members of staff have been named as our Environmental Champions. It is their responsibility to drive positive change within the business in relation to our impact on the environment.



Under ISO14001:2015, we have developed an Environmental Impact Assessment which outlines our business activities, the impact of these activities on the planet and the controls we have put in place to minimise the impact.

We have also developed a Waste Streams document which lists all of the materials that we use and how they are segregated and disposed of.

At our Dublin premises, we always seek to reduce our energy consumption and we remind employees to ensure that all equipment and lights are turned off when they are leaving the building.



The Three Pillars of Stacked CSR

Economic | Social | Environmental

Suppliers & Partners

We strive to work with environmentally conscious suppliers and partners wherever possible.



HP were one of only eight companies to receive a triple-A rating from CDP for their work across climate change, forests, and water security. They have sourced more than 1 million pounds of ocean-bound plastic for use in their products, and they are on track with plans to increase recycled content in their products to 30% by 2025. They also intend to eliminate 75% of single use plastic from their packaging over the next five years.



Xerox is working toward eliminating the use of persistent, bioaccumulative and toxic materials throughout the supply chain. They apply strict internal standards in clean manufacturing and have reengineered or substituted processes to dramatically reduce the use of toxics and heavy metals. Their products are safe to use and can be disposed of responsibly to preserve our clean air and clean water.



Our partnership with PrintReleaf enables our Managed Print customers to offset their carbon footprint by having one tree planted in a certified forest of their choice in Ireland or another country, for every 8,333 pages they print.



Edit Office are an environmentally aware company that is proactive in its approach to safeguarding the environment and in playing its part in tackling climate change through their Plant-A-Tree (PAT) initiative. Quite simply, for every desk they sell, they plant a native Irish tree, in partnership with Trees On The Land. Since beginning their partnership with Trees On The Land they have planted over 11,000 native Irish trees.

The Three Pillars of Stacked CSR

Economic | Social | Environmental

Logistics

Our logistics partners plan their delivery routes to minimise their environmental impact.



“DPD Group is committed to fighting climate change with each and every parcel delivery. They do this by precisely measuring their carbon footprint per parcel, reducing it in any way they can, and offsetting the remaining emissions by funding clean energy projects around the world.

As part of its Smart Urban Delivery pillar, DPD Ireland have launched a new “Green Last Mile” scheme to deliver 1000 parcels per day in Bettystown, Laytown and Drogheda using 1 double decker bus and 10 e- bikes. This is an innovative solution to manage increased parcel delivery demand at this time of year.

The CO2 saving is significant, too, as the scheme is effectively replacing 10 diesel vans with 1 double-decker bus and 10 electric bicycles. At full capacity, the scheme can save 550Kg of CO2 emissions each week.”

We also highlight environmentally friendly products whenever we can in our marketing activities.

We offer our Business Supplies customers the option of having an audit on their frequently ordered Business Supplies products with a view to recommending ‘greener’ options in support of their own company’s Green Policy or to help reduce their carbon footprint. We have included a section on our Business Supplies store which explains this in more detail.

A banner image with a background of lush green foliage. In the center, there is a semi-transparent white box containing text. To the right of the box, a pair of hands is shown holding a small globe with green leaves growing from it.

**Concerned About Your Businesses
Environmental Impact?**

REQUEST AN ECO REVIEW NOW

Your Account Manager Will Check Your Top Ten Products
And Find Suitable Environmentally Friendly Alternatives

Stacked Environment Policy

Stacked is proud to publish its commitment to helping to safeguard and enhance the natural environment. We recognise that respect for the environment goes hand in hand with human wellbeing and business excellence. In business understanding the impact we have on the environment and the wise use of natural resources are the proper goals of all responsible managers.

Our Commitment

Stacked is committed to prevention of pollution and minimising the impact of its operations on the environment by means of a programme of continuous improvement.

In particular Stacked will:

- Meet all relevant legislative and other requirements, and where appropriate exceed or supplement these by setting our own exacting standards.
- Seek to reduce consumption of materials in our operations, reuse rather than dispose whenever possible, and promote recycling and the use of recycled materials,
- Design energy efficiency into new services, buildings and equipment and manage energy wisely in all operations.
- Reduce wherever practicable the level of harmful emissions.
- Sell products that are safe to use, make efficient use of resources, and which can be reused, recycled, or disposed of safely.
- Work in partnership with our suppliers to minimise the impact of their operations on the environment through a quality purchasing policy.
- Seek to minimise the visual, noise and other impacts on the local environment when siting our buildings, structures, and equipment.
- Work with external groups and organisations to promote the concepts and practices of environmental protection.

More information on this can be found on our website.

The Stacked of the Future

Corporate Social Responsibility is part of the very fabric of how we go about our business. We strive to do well by doing good. It is critical for us to continuously set future goals and objectives which align with our People-Planet-Profit principle.

Working with our staff, customers, and suppliers we are confident that our impact can be a positive one.

Sincerely,

Paul Sweetman,

Chief Executive Officer

