

# Fire Policy



## Statement of Commitment

Gemini Print Solutions is committed to conducting its business in a socially responsible manner, upholding the following principles:

- Treating employees fairly and equitably
- Operating ethically and with integrity
- Respecting human rights, diversity, and equality of opportunity
- Sustaining the environment for future generations
- Being a caring neighbour within the community

Ethical business has been central to the company's ethos since its inception, and initiatives to ensure good practice are continually embraced as the business grows.

## Purpose and Values

This code applies across all operations and sets minimum standards expected from staff in dealings with colleagues, customers, stakeholders, and third parties.

- All business activities are conducted with honesty, integrity, and transparency, respecting human rights and the interests of employees, customers, and partners.
- The legitimate interests of third parties are respected in all dealings.
- Commitments made are realistic, ethical, and deliverable.

## Our People

Gemini Print Solutions:

- Maintains a safe and healthy working environment
- Fosters mutual trust and respect, encouraging accountability for performance and reputation
- Respects individual rights, customs, and traditions, including freedom of association and engagement with trade unions
- Promotes diversity, recruiting, employing, and advancing employees based solely on objective criteria, qualifications, and abilities
- Maintains open communication and consultation with employees
- Supports employees in realising their potential

## Customers, Suppliers, and Partners

- Services are safe, high quality, reliable, and value for money
- Operations adhere to good corporate governance and fair competition principles
- Information is provided to interested parties in a timely, reliable manner
- Relationships with suppliers, clients, and partners are based on trust, understanding, and respect, expecting adherence to ethical, professional, and environmental standards
- All operations comply with applicable laws and regulations
- Employees must not offer, give, seek, or receive improper advantages or inducements

# Fire Policy



- Accounting and records accurately reflect underlying transactions; no undisclosed funds are permitted
- Money laundering is strictly prohibited

## Environment

Gemini Print Solutions is committed to continuous improvement in environmental management, including:

- Setting objectives and targets for eco and environmental performance
- Training employees and contractors on environmental responsibilities
- Adhering to ISO 14001 standards and other environmental care processes

## Community

The company actively engages with the local community, including:

- Supporting local employment and training opportunities
- Selecting local suppliers where feasible
- Participating in business communities, networking organisations, and educational initiatives
- Sponsoring and supporting community projects, arts, local sports, and charitable activities
- Supporting charities through donations, fundraising, volunteering, and providing expertise in printing, promotional merchandise, marketing, and events

Gemini Print Solutions regularly reviews charitable activity to maximise positive impact, and future applications or staff suggestions are considered by the Director.

A handwritten signature in black ink, appearing to read "Steve Cropper".

Steve Cropper

Director

Updated: 12th January 2026

Next Review Date: 12th January 2027