



Nurture the Future

Trutex Corporate Social Responsibility Report - 2020



Climate Responsibility



Fairness & equality



Innovative sustainability



TRUTEX CORPORATE SOCIAL RESPONSIBILITY REPORT - 2020

Introduction

About Trutex and key facts.....3	Message from our CEO.....5
Our story so far / Overview.....3	At a Glance - our commitments and goals.....6
Key Facts.....4	Made to Last.....6
Professional Affiliations & Associations.....4	Nurture the Future Pledge.....6

Fairness & Equality in our Global Supply Chain OUR TIER 1 SUPPLIERS

Sourcing Responsibly.....7	SEDEX.....9
Factory Selection Procedure and exit.....8	Audits - external & internal.....9
ETI Base Code.....8	Local Offices Monitoring and Support.....9

Fairness & Equality in People OUR STAFF & STAKEHOLDERS

Human (Workers) rights.....10	Modern Slavery Statement.....10
Whistleblowing - UK and Offshore.....10	Slave Free Alliance (SFA).....10

Community

The Diana Award Charity Partnership.....11	Our Community.....11
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Innovative Sustainability OUR PRODUCTS

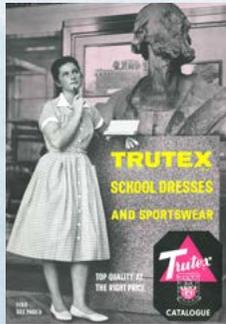
Made to Last.....12	Responsibly Sourced Cotton.....13
Re-vive Recycled Polyester.....12	Reducing micro-plastics.....13
Sustainably Sourced Viscose.....13	Teflon Eco-Elite.....13

Climate Responsibility & Our Environment

Carbon Neutral Organisation.....14	Reducing Clothing Sent to Landfill.....15
Reducing single use plastics.....14	Responsibly sourced printed materials.....15
Energy and Waste.....14	



Introduction - About Trutex & key facts



OUR STORY SO FAR

Trutex was established in Clitheroe, Lancashire in 1865 and has designed and manufactured clothing for over 150 years. From humble beginnings in the Lancashire cotton trade, Trutex has supplied many high street stores throughout the years and clothed millions across the UK and around the World.

Throughout its history, Trutex has been renowned for quality clothing, and for the past 100 years has specialised in school uniforms. Long lasting performance and quality remains at the heart of our organisation today, providing customers with made-to-last garments that provides real value and are fit for school life.

Our business is focused solely on garments for school, and does not supply fashion clothing or other types of uniform. We believe good school uniform performs an important part of a student's school life and we in turn have a responsibility to provide the products we make in an ethical and responsible way.



Introduction - About Trutex & key facts



**LAST PUBLISHED
TURNOVER**
£33,917,000 (2018)



NUMBER OF EMPLOYEES
FTE equivalent -
UK and overseas 180



OWNERSHIP STRUCTURE
Privately owned by two shareholders
and the senior management team



**NUMBER OF GARMENTS
MANUFACTURED**
Approximately 4 million
per annum

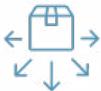


SOURCING
UK team and satellite offices
in Shanghai (China), Dhaka
(Bangladesh) and Colombo
(Sri Lanka)

CUSTOMERS IN OVER 29 COUNTRIES



PRODUCTS DISTRIBUTED THROUGH:



DISTRIBUTION
2 UK-based warehouses
in Clitheroe, Lancashire
and Bradford, Yorkshire



Third Party independent
retail channels across the
UK - approximately
700 retailers



Six wholly owned stores
trading as Clive Mark in
the West Midlands



Online, direct to
consumer

PROFESSIONAL AFFILIATIONS & ASSOCIATIONS

We are only able to continually drive up standards throughout our business and supply chain with help and guidance, which we achieve through active membership of globally recognised organisations and organisations responsible for standards within our industry:



ETI Membership

Trutex are proud to be a foundation stage member of the Ethical Trading Initiative (ETI), a leading alliance of companies, trade unions and NGOs that promotes respect for worker's rights around the globe.



Slave Free Alliance Membership

A leading global charity working
towards a slave-free supply chain.



SEDEX Membership

One of the world's leading ethical
trade service providers, working to
improve working conditions in global
supply chains.



Schoolwear Association Membership

A trade organisation representing
the interests of school uniform
stakeholders.

Message from our CEO

WELCOME

Here at Trutex, we take our corporate responsibility seriously, which has a significant impact on how we run our business on a daily basis.

Although we are a small company compared to some other global clothing brands, conducting our business to high moral and ethical standards is a core part of our business strategy. The global supply chain for textiles and garments is complex, and operates to vastly different standards despite local government regulation and intervention. Consequently, we believe strongly that there is an onus on responsible clothing businesses such as Trutex to manage, monitor and challenge across all areas of its supply chain, with the aim of continually improving ethical and environmental standards.

We manage a range of initiatives to help us act responsibly and align our operations to our business aims, where we seek to:

- **Act in an ethical manner**
- **Develop long term positive relationships with suppliers**
- **Be responsible for our impact on the environment**
- **Deliver value to our customers**
- **Take care of our employees**
- **Support charitable initiatives and community projects**

We are pleased with the progress we are making to date and will be monitoring and making improvements in the years to come.

More details about our current initiatives and future plans can be found throughout this document. I hope you find this useful and welcome your feedback. See the back page for contact details.

Matthew Easter

Group CEO



At a Glance – our commitments and goals

Reducing our impact on the planet and improving the lives of the people who manufacture and wear Trutex schoolwear around the world, is a core part of our business strategy.



MADE TO LAST

All our products are “Made to Last” - a performance and ethical commitment that has been a core part of our organisation throughout history. We do not provide fast fashion that is disposed of at the next season, our uniform is consistent in colour, care and construction, designed to last and is often passed to siblings or sold through second hand uniform shops. Trutex uniform should be grown out of not worn out providing more sustainable clothing and better value for parents.



NURTURE THE FUTURE - OUR PLEDGE

To help us achieve our corporate responsibility goals, we have established our Nurture the Future Pledge, which aims to drive ongoing improvements across all areas of our business, making us a more sustainable organisation at the forefront of our industry.

OUR COMMITMENTS BY 2025 ARE TO:



Maintain and enhance high ethical standards throughout all manufacturing



All fabrics to be sustainably sourced



Reduce single-use plastics by 50%



Provide a commercial solution to recycling used garments



Continue to be a Carbon Neutral Organisation

Fairness and equality in our Global Supply Chain OUR TIER 1 SUPPLIERS*



SOURCING RESPONSIBLY

Trutex is committed to establishing long term partnerships with our suppliers. Long term manufacturing relationships result in reliable supply and consistency of product quality. Trutex manufactures garments in 20 (Tier 1*) factories globally, centred in five key manufacturing locations:



10+
YEARS
Relationship with
20% of our
factories

We focus on having long term relationships with the factories that manufacture Trutex products on our behalf and work cooperatively with local management teams to understand the changing dynamics of each local market. Trutex monitors via our local office the cost of living, minimum wage, local regulations, and the local market infrastructure.

5+
YEARS
Relationship with
60% of our
factories

No sub-contracting of production is allowed at any time, unless expressly requested in advance and approved by Trutex following a detailed review process. Any sub-contracted factory is subject to all the same standards and approvals as any tier one factory. Trutex staff visits and authorisation of sub-contracting and annual independent audits.

Production unit	Country	Local Trutex office	SEDEX member	Audit type	Signed Anti-Bribery statement	Bangladesh Accord Member**
1	Bangladesh	✓	✓	SMETA	✓	Registered
2	Bangladesh	✓	✓	SMETA	✓	Registered
3	Bangladesh	✓	✓	SMETA	✓	Registered
4	Bangladesh	✓	✓	SMETA	✓	Registered
5	Bangladesh	✓	✓	SMETA	✓	Registered
6	Bangladesh	✓	✓	SMETA	✓	Registered
7	Bangladesh	✓	✓	SMETA	✓	Registered
8	Bangladesh	✓	✓	SMETA	✓	Registered
9	China	✓	✓	SMETA	✓	N/A
10	China	✓	✓	SMETA	✓	N/A
11	China	✓	✓	SMETA	✓	N/A
12	China	✓	✓	BSCI	✓	N/A
13	China	✓	✓	BSCI	✓	N/A
14	China	✓	✓	BSCI	✓	N/A
15	Indonesia	-	✓	SMETA	✓	N/A
16	Sri Lanka	✓	✓	SMETA	✓	N/A
17	Sri Lanka	✓	✓	SMETA	✓	N/A
18	Sri Lanka	✓	✓	SMETA	✓	N/A
19	Sri Lanka	✓	✓	SMETA	✓	N/A
20	UK	✓	✓	SMETA	✓	N/A

*Tier 1 suppliers defined as Production units where there is the assembly and manufacture of Trutex garments. Tier 2 is currently being mapped.

** The Accord is an independent, legally binding agreement between brands and trade unions to work towards a safe and healthy garment and textile industry in Bangladesh. The Accord covers factories producing Ready-Made Garments (RMG) and at the option of signatory companies, home textiles and fabric & knit accessories. Accord activities will be handed over to the Bangladesh RSC (Readymade Sustainability Council) created by the BGMEA in 2020.

Fairness and equality in our Global Supply Chain OUR TIER 1 SUPPLIERS*



ETHICAL SOURCING FACTORY SELECTION PROCESS

Trutex works with long term established partner factories, but where the business requires new suppliers, we carry out a process that ensures we have good understanding and visibility of any new partner factories. This involves on site visits prior and confirmation of existing audit status alongside manufacturing capabilities and quality standards.

It is a key priority for Trutex to ensure we trade ethically, source responsibly and work to assure the safety and human rights of the workers within our global product supply chain and service suppliers' global operations



Foundation stage member

ETHICAL TRADING INITIATIVE BASE CODE

Trutex is proud to be a Foundation Stage member of the Ethical Trading Initiative (ETI), a leading alliance of companies, trade unions and NGOs that promotes respect for workers' rights around the globe.

The ETI base code is an internationally recognised code of labour standards and underpins all work from the Ethical Trading Initiative. As a member we commit to implement this base code throughout our supply chain.

The base code contains nine elements which reflect the most relevant conventions of the International Labour Organisation with respect to labour practices. These nine elements are:

1. **Employment is freely chosen**
2. **Freedom of association and the right to collective bargaining are respected**
3. **Working conditions are safe & hygienic**
4. **Child labour shall not be used**
5. **Living wages are paid**
6. **Working hours are not excessive**
7. **No discrimination is practiced**
8. **Regular employment is provided**
9. **No harsh or inhumane treatment is allowed**

LEARN MORE
ABOUT THE
ETHICAL
TRADING
INITIATIVE

Adherence to the ETI base code throughout our supply chain is monitored through our audit programme along with support from our local and head office to ensure improvements are met. As a foundation member Trutex is working on developing training and support toolkits for our in-country offices and partner suppliers.

Fairness and equality in our Global Supply Chain OUR TIER 1 SUPPLIERS*



SEDEX

SEDEX is one of the world's leading ethical trade service providers, working to improve working conditions in global supply chains. They provide practical tools, services and a community network to help us improve our responsible and sustainable practices and source responsibly.

By being SEDEX A/B members we can work together to better manage our social and environmental performance and protect people working in the supply chain. We are able to manage our multi-tier, responsible sourcing data simply and efficiently and collaborate by sharing common information.

FIND OUT
MORE ABOUT
SEDEX

AUDITS

We require all factories that manufacture Trutex garments to hold a valid audit from a recognised body (our preference being SMETA, SEDEX's proprietary audit methodology) and require them to share this information with us on an annual basis. We accept the following audit types:



The audits encompass aspects of socially responsible business practice against a Human Rights framework, the Ethical Trading Initiative (ETI) Base Code and local laws. These include workers' rights, wages and working conditions.

All Audit reports are reviewed by our UK head office team and we follow up on highlighted improvement areas with factories, to ensure we are helping to drive them towards improved standards on an ongoing basis.

In addition, we have our own internal audit procedures that our UK staff are trained to conduct when visiting our factories and they submit internal reports on a periodic basis. Any areas of concern are flagged and reported with clear responsibilities and timeframes for improvements to be made.

Local office monitoring and support

To ensure we can directly monitor standards and maintain close links with our factories, since 2010 we have established local offices with Trutex staff in our key sourcing markets. We currently have satellite offices in Shanghai (China), Dhaka (Bangladesh) and Colombo (Sri Lanka) with trained staff who work against approved Standard Operating Procedures issued from the UK-based team. Trutex staff are trained to assess, monitor and report if acceptable standards are not being maintained, and there is an established escalation procedure in place within the business with ultimate responsibility at Director level.

In our experience, having our own presence in market is a far more beneficial and powerful way of ensuring that standards are being maintained throughout the production process.

Fairness & Equality in People OFFSHORE/UK WORKERS, STAFF & STAKEHOLDERS



HUMAN (WORKERS) RIGHTS

The fair and open treatment of workers across our business is an essential criteria for Trutex to work with any factory and we actively work to ensure:

- **Freedom of association for all workers**
- **The existence of a Workers committees to represent on a local basis**
- **Formal complaint and whistleblowing policies for workers are in place for them to be able to feedback and escalate issues without fear of retribution**
- **All factories pay at least local minimum wage which is monitored as part of the audit programme.**



SLAVE-FREE
ALLIANCE
Working Towards a
Slave-free Supply Chain

SLAVE FREE ALLIANCE (SFA)

Our membership of the Slave Free Alliance further enhances our commitment to a slave-free supply chain. As members we gain insight and advice from the SFA to know what to look for and how to be prepared and protected against slavery in our supply chain.

As members we benefit from information, support and resources from the SFA which is part of the anti-slavery charity, Hope for Justice. Risk management experts, training, crisis response and due diligence can be aided through the membership.

We are committed to supporting best outcomes, should any victims be identified and to working with any suppliers that may report issues (and were not complicit).

LEARN MORE
ABOUT THE
SLAVE-FREE
ALLIANCE

CONTACT US TO
REQUEST A FULL
WHISTLEBLOWING
POLICY

WHISTLEBLOWING – UK & OFFSHORE

It is our policy to support workers who raise protected disclosures.

Employers must not victimise, subject to detrimental treatment or retaliate against an employee who has made a protected disclosure.

MODERN SLAVERY STATEMENT

We are committed to publish our first Modern Slavery Statement by the end of 2020.

Community



THE DIANA AWARD CHARITY PARTNERSHIP

Trutex is proud to partner The Diana Award, a charity legacy to Princess Diana’s belief that young people have the power to change the world.



Trutex with the Diana Award Anti-bullying initiative aims to empower young people to tackle bullying in their schools and communities and make them safe, happy and bully-free places to be. Trutex are committed to helping reach more young people to benefit from this programme and help build confidence in young people.



All Trutex products carry messages of support and resources where parents or young people can access further information if they are worried about bullying in their school or would like to access their free Anti-bullying training.



OUR COMMUNITY

At Trutex head office, our “Charity & Community Committee” made up of staff members, meet on a regular basis to provide time and fund-raising activities to help support local projects and charities. The committee meet every quarter and decide which worthy projects to support and set up any activities. For example, we recently raised £200 by holding a raffle to raise funds for Children’s Mental Health charity.



All UK head office staff are also able to donate 1 day per year of their time to a charitable or community project. This way Trutex encourages its staff to take part in causes that have meaning to staff members and also help their local community.

Innovative Sustainability OUR PRODUCTS



MADE TO LAST

All our products are “Made to Last” – a performance and ethical commitment that has been a core part of our organisation throughout history. We do not provide fast fashion that is disposed of at the next season, our uniform is consistent in colour, care and construction and is often passed to siblings or sold through second hand uniform shops. Trutex uniform should be grown out of not worn out providing more sustainable clothing and better value for parents.

Superior fabrics, construction and performance ensure our products stand up to the rigours of school life.

100% stronger school trousers – through independent testing, our trousers have performed 100% better than high street and supermarket brands.

100% less shrinkage – Trutex polo shirts last longer because they don’t shrink or lose shape after washing. In fact, independent tests demonstrated 100% less shrinkage after wash and tumble dry when compared to high street and supermarket brands.

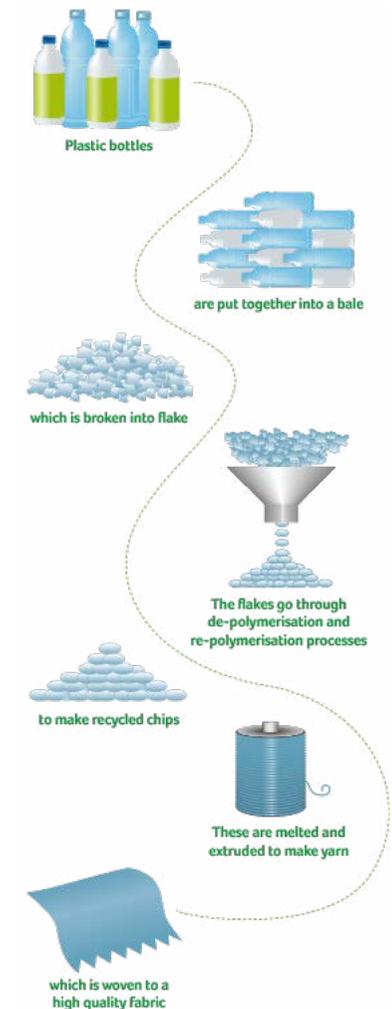
Trutex uniform is all designed to last and stay looking new for longer.



RE-VIVE RECYCLED POLYESTER

To reduce our requirement on virgin fibres and their environmental impact, Trutex has developed a range of 100% recycled polyester fabrics that are used in the production of our blazers, trousers and skirts. These innovative fabrics are made from certified 100% recycled post-consumer polyester yarns and provide a sustainable range of uniform.

The fabric for each blazer uses 36 plastic bottles in its manufacture, whilst 19 bottles are used in trousers and skirts meaning we save over nine million plastic bottles from landfill every year.



Innovative Sustainability OUR PRODUCTS



SUSTAINABLY SOURCED VISCOSE

The viscose used in Trutex trousers and skirts is produced from fully certified sustainable sources.



RESPONSIBLY SOURCED COTTON

Cotton used to produce our 100% cotton knitwear is responsibly sourced through certified yarn suppliers.



REDUCING MICRO-PLASTICS

More than 90% of micro plastics found in oceans come from textile fibres, which is why we feel it is important to minimise the shedding of our products whilst retaining fabric quality and comfort.

Independent tests have shown that Trutex products shed 60% less fibre when washing, than our main competitors, meaning fewer micro plastics are released through the washing cycle, making their way to rivers and oceans.



TEFLON ECO-ELITE

Trutex trousers and skirts are often produced with a stain resistant finish to help keep them easy to look after and durable. We only use Teflon EcoElite finish which is a bio-based and non-fluorinated stain repellent technology, the World's first plant-based textile repellent.

This finish is applied to our trousers and skirts without impacting on the feel or breathability of the products. Because many of its ingredients can be regrown and replaced over time, its production leaves a smaller environmental footprint.

Climate Responsibility & Our Environment



CARBON NEUTRAL ORGANISATION

We have been a carbon neutral business since 2012 and are proud to be the first carbon neutral schoolwear company in the UK.

Our carbon neutral status is achieved following an annual audit undertaken to ISO 14064 standards and in line with the Greenhouse Gas Protocol. This identifies the amount of carbon we used as an organisation in the 12 months prior to the audit, including energy usage within our offices, delivery of our goods and travel.

Our carbon usage is then offset through certified projects around the world.

Our logistics partner, DPD is also committed to reducing their impact on the environment and are aiming to be the greenest delivery company on the planet. Their initiatives include electric vehicles, green packaging, waste management, recycling and funding eco projects.

LEARN MORE
ABOUT OUR
GREEN JOURNEY



REDUCING SINGLE USE PLASTICS

As part of our Nurture the Future Pledge, we are committed to reduce our single use plastics by 50% by 2025.

We are looking at ways to achieve this, such as changing substrate in product packaging, removing unnecessary packaging and changing the format in which we pack and deliver our goods.

In 2020 we have changed the plastic carrier and mailing bags from recycled PE to carbon neutral and fully recyclable sugar cane.



REDUCING ENERGY & WASTE

Trutex are committed to waste reduction on an ongoing basis. All our waste is separated so the least amount possible is sent to landfill and we re-use and recycle as much as we can. Any garments that are deemed unfit for sale or other use are sent to charity so they can have a useful life elsewhere.

All cardboard that cannot be re-used is baled and sent to a business, Smurfit Kappa, who are able to recycle everything they receive from us. We are also part of the BIFFPACK waste management scheme. All our information in regards to controlling what we recycle or dispose of has to be registered through this organisation and is monitored by a yearly submission. The details we provide are carefully tracked and followed by the Environment Agency in conjunction with BIFFPACK.

We are also focused on reducing energy consumption. For example, we replaced all our lighting throughout our 90,000 sq. foot facility with new fittings and 622 T5-35W energy saving lamps. This has reduced our energy consumption by 35414.4 kilowatt hours, resulting in a CO2 reduction of 19310 kilograms per annum.

Climate Responsibility & Our Environment



REDUCING CLOTHING SENT TO LANDFILL

Trutex has partnered with Giving World, a registered charity that redirects end-of-line and discontinued stock to deprived communities both within the UK and around the world. This not only reduces the amount of clothing that ends up in landfill but also provides much needed help to vulnerable communities that may not be able to afford schoolwear.

Giving World is an award-winning UK charity with a distribution platform that enables them to quickly and efficiently distribute items to a targeted range of vulnerable and needy people. You can read more about our partnership with Giving World.

READ MORE
ABOUT OUR
PARTNERSHIP



RESPONSIBLY SOURCED PRINTED MATERIALS

Wherever possible we use digital marketing materials in order to cut down on our paper usage. However, where print is necessary, we ensure all documents are printed on Carbon Balanced Paper from the World Land Trust. Using Carbon Balanced Paper enables us to balance the carbon impact of the paper we use through work undertaken by The World Land Trust, a charity which identifies and purchases ecologically important forestry under imminent threat of clearance. This then 'locks in' carbon that would otherwise have been released, and since 2012 we have helped preserve over 2000 m² of forest.

Our paper in printed materials is also from FSC certified responsible sources.



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PROUD TO SUPPORT



FIND TRUTEX ON:

