There have been many highlights including the move into Unit 2 which gives us a fully integrated factory for the first time in many years. Also the completion and first production from the new Mecc 1 soap line and the continued roll out of our ‘Lean Forward’ programme with SMED and OEE. Designed to further improve our competitiveness and efficiency these new initiatives are essential to our evolution.

I am delighted with the support and willingness shown by many of our staff who gave up their own time to be involved with our most recent ‘Soap Aid’ initiative for West Africa. This is an extremely worthwhile initiative, and with the current Ebola crisis, demand for soap products is very high. This can help to promote personal hygiene as well as fight disease and infection. Soap Aid will continue to be a long term campaign and we will be donating hundreds of thousands of ‘Soap Aid’ soap bars over the coming months.

122 new products were launched during 2014, nearly 2.5 new products per week. Although this is challenging we have all focused on giving every customer the highest level of innovation, quality and service. We already manufacture and supply some of the best Soap and Aromatic oil products to many of the world’s leading Retailers and Brands and this year we have welcomed new customers such as Burberry and Wilko to our growing portfolio, supplying many stunning new products to them.

This year we have welcomed new key personnel into our team who bring with them their expertise and fresh ideas which can only make us stronger for the years ahead. I am delighted that we have not only maintained all of our accreditations but have surpassed the standards required and have been praised for our continuous improvement and best practices. It has been regularly stated by visiting auditors that Soapworks is a unique business with a Quality Management system and CANDO mentality which is owned and developed by all of our staff. This has also been recognised with further Customer awards such as The Body Shop International Sustainability Award 2014. Exceeding industry standards and receiving customer recognition for the services we provide is essential to our on-going success.

Finally it just leaves me to thank all of our employee’s and service partners for all their efforts during this year and I hope you enjoy this latest newsletter.

Wishing you all a Merry Christmas and a Happy New Year.

Jan Zadruzynski
Managing Director
December 2014
As we approach the end of 2014 we look back on what has been a very challenging year for our operational departments at Soapworks Ltd.

Many new products have come on stream and with all the preparatory work that they bring, as always our team have risen to the challenge and produced some of the best quality premium products in the marketplace, well done. We have been commended by auditors and customers alike for our workplace cleanliness, facilities, training and organisation and we must ensure that we maintain the highest standards in all areas to attract and satisfy our customers at Soapworks Ltd.

Following the completion of the ‘Mecc 1’ Soapline we are now making good progress towards the completion of the new ‘Mecc 2’ Soapline which we anticipate will be ready to start production early in the new year. This will give Soapworks Ltd six full size Soap Bar manufacturing lines making us the largest soap manufacturer in the UK.

We have also extended our Batch Preparation Room (Mixing Area) to accommodate two more work stations for the new Mecc 1 and Mecc 2 Soaplines.

We also took delivery from Italy of our refurbished ‘Marchessini Cartoner Machine’ which has been modified to accommodate automatic soap infeed which will give us a high speed in-line cartoner and improve our competitiveness in this area.

Our Manufacturing Management team in conjunction with SMAS (Scottish Manufacturing Advisory Service) have rolled out the SMED (Single Minute Exchange of Dies) initiative in certain areas and have now followed this up with a new OEE (Overall Equipment Effectiveness) initiative in our drive towards continuous improvement in our manufacturing operation. These initiatives involve selected teams representing key areas in Manufacturing, Planning, Engineering and Quality. Both of these initiatives will run in parallel and form part of our greater ‘Lean Forward Project’ at Soapworks Ltd. Initial feedback is very positive from all staff involved.

Earlier this year we organised the transfer from Unit 1 Coltness Street to Unit 2 Coltness Street, thus facilitating a fully connected factory covering 10 Industrial Units - approx. 80,000 sq ft, in this street for the first time in 25 years.

We had also designed and built a new Meeting Room and office in Unit 5 with upstairs storage which has allowed for the expansion of Business Development and Packaging Technology on the upper floor of Unit 5 Office Block.

Thanks to all the team this year, for your excellent support.
As the festive season approaches the Business Development team look back on another busy year within the department.

At the start of the year we were delighted to be formally awarded the supply of a new range of own brand soaps for Wilko. This range, consisting of 13 soaps, is the largest own brand soap range for a UK retailer and we look forward to further developing our relationship with this retailer as their store expansion programme is implemented. During 2014 we also welcomed the iconic and prestigious brand Burberry into our customer portfolio and after the successful development and supply of their beautiful new ‘My Burberry’ soap set we look forward to future opportunities with this customer.

On reviewing the new soap products that we have worked on for The Body Shop this year the key thing to note is that innovation is well and truly back on the agenda; new products included the Argan Oil massage bar, eye catching seasonal soaps inspired by Scotland’s very own Tunnock’s teacakes and the unique and rather controversial Hemp soap on a rope! Watch this space for some more new and exciting soap concepts currently in the NPD pipeline including some premium products that will sit along-side this year’s ‘Red Musk’ perfume oil.

Other notable new product launches include a complete range review for Sainsbury’s which included 4 additional products to their existing range and saw their Basics soap moving to RSPO soap base. For Crabtree & Evelyn we re-launched their Men’s bar and shave soap offering and for Jo Malone it was an exciting year with the development of two Beautiful Limited Edition soap sets. Finally for Bronnley we were absolutely delighted to be involved in the re-design of their Christmas ranges; with the new modern and fresh design we are sure that these packs will be flying off the shelves.

Soapworks’ soaps take the High Street by storm!

On a recent sales trip to London, we were proud to see so many soaps manufactured by Soapworks Ltd in top tourist destinations. In a small section of Covent Garden alone our soaps were displayed by Jo Malone, Crabtree & Evelyn and Penhaligon’s, to name but a few, and in Windsor Castle the Royal Collection soaps we manufacture for Bronnley took centre place in their display. Following on from the recent new business win we look forward to commencing supply of Yardley and Woods of Windsor soaps which will be sold both in the Woods of Windsor store at the entrance to Windsor Castle and on-line to a global market.
In 2014 the Soapworks Charity supported the people and the environment of Greater Easterhouse. Here are some examples of the organisations we have supported:

**Cranhill Arts Project**
An organisation which promotes personal development and advocacy amongst the most vulnerable and marginalised people in society. Soapworks Ltd Charity Fund provided funding towards the purchase of media tablets and equipment aimed at developing the community generated online photographic archive www.glasgowfamilyalbum.com part of Cranhill Arts ‘Talking Pictures’ project. This project aims at providing local residents a platform to learn new skills such as photographic archiving, data collecting, IT skills and image uploading to the photographic archive and will also provide a fascinating insight into past events including important historical information about individuals, families and events that have shaped the lives of Glaswegians over the decades.

**Greater Easterhouse Supporting Hands (GESH)**
An organisation who’s main aims are to provide social and recreational activities for the disabled, elderly and the community of Greater Easterhouse. Soapworks Ltd Charity Fund provided funding towards the purchase of a new dishwasher. With 650 people attending the GESH every week, and with a facility which is open 5 days/ nights a week hosting lunch clubs, tea dances and private functions, a dishwasher will free up volunteers and allow them to be involved in other activities as well as ensuring the dishes are washed quickly and hygienically.

**Scottish Chamber Orchestra**
The SCO was formed in 1974 and is dedicated to the creation, performance and appreciation of music and is one of the world’s greatest orchestras. It has successfully created and delivered many projects which have educated and inspired people of all ages, as well as address the needs of society by engaging with people from disadvantaged backgrounds or those living with illness. Soapworks Ltd Charity Fund provided funding towards the SCO Residency @ Sunnyside which sees the SCO musicians work with Platform, a community arts venue and the pupils of Sunnyside Primary School, Easterhouse developing the musical and creative skills of Primary 4, 5 and 6 pupils, providing inspiring and practical music education to the children.
At the Body Shop Annual Supplier Conference, Soapworks were delighted and extremely proud to receive the 2014 Sustainability Performance Award. This is the 3rd supplier award we have received from The Body Shop in the last 3 years.

This award is for our continued commitment and efforts to make our operations and products environmentally sustainable. Behind this is an understanding of our environmental impacts and a management plan of projects to tackle and ultimately reduce the negative effects we have on our planet. These involve primarily looking at our energy consumption and waste we produce. Our continued efficiency drive through Lean Forward, compliments all the work we do in reaching our sustainability goals.

Brian Cumming (Supply Director), Stuart Seddon (Finance Director) along with Laura Muir, (Account Manager), were thrilled to accept this award on behalf of Soapworks Ltd.

Employee Charity Fundraising Events

Stob Dearg Hike- 31st August 2014

A group of 11 hardy souls from Soapworks Ltd led by our Technical & Compliance Manager, David Ridland, ‘took to the hills’ once again by climbing the iconic 3350 ft peak of Stob Dearg (pronounced “Stop Jeerak”) on the Buachaille Etive Mòr at the entrance to Glencoe.

After several postponements due to poor weather, finally on August 31st 2014 the weather cleared and was perfect for climbing. When the group reached the summit, the cloud lifted, affording the best of views in the Highlands.

This was a challenging walk so well done to all who participated in helping to raise the fantastic sum of £1,200. Representatives who took part in the walk presented a cheque for £600, to each of our chosen charities, Children’s Hospice Association Scotland (CHAS), and Marie Curie Fund.

The company would welcome suggestions from staff for Next Year’s Charity Fundraising Event’s.

Well done to all in your efforts to support the environmental side of the business.
Soap Aid West Africa Appeal. Many thanks to all staff who offered their time and support in this project.

Since 2002, Soapworks Ltd and Glasgow the Caring City, a Scottish Charity which supports people in crisis, have worked together in partnership under the ‘Soap Aid’ banner in manufacturing and transporting soap products to help the most vulnerable communities across Africa and Asia.

Soap is a very important product that can prevent the spread of horrific illnesses including cholera and diarrhoea. The communities of West Africa are now facing a new disease which is spreading and claiming lives, this disease is Ebola. Simple hand washing and the introduction of improved sanitation will assist in the global fight against Ebola.

We are extremely proud that Soapworks Ltd employees from all departments, volunteered in their own time to manufacture ‘Soap Aid’ soap tablets, which will allow Glasgow the Caring City to ship these products to the vulnerable countries directly impacted with Ebola.

Soapworks ‘Soap Aid’ in partnership with Glasgow the Caring City and other charity groups, including ‘Mary’s Meal’s’ (all of which are recognised by The World Health Organisation) are implementing a community wide program of prevention and preparation and our soaps are key to these projects being successful.

Ross Galbraith, Glasgow the Caring City’s International Project’s & Social Enterprise Manager has said ‘Glasgow the Caring City is working on the frontlines of the battle against Ebola and thanks to the generosity of Soapworks Ltd, we can stand together in our fight to save lives’.
Employee Profile

Ann Sinclair
QC/Goods-In at Soapworks Ltd.

Responsibilities: To carry out Goods-In raw materials inspection prior to issuing to production deptment.

Other roles undertaken at Soapworks:
General Operative, Stand-Up Team Leader, Mixer, Factory QC Inspector

Length of Service: 24 years.

Favourite area of Soapworks to work: My present job as QC/Goods-In Inspector

Biggest change seen at Soapworks: Seeing employees moving up to senior roles.

Most memorable moment at Soapworks Ltd: Soapworks Ltd achieving it’s 25th anniversary

Hobbies/Interests: Painting & Decorating, Going out with Friends.

Favourite Food: My favourite would have to be Italian food...Cannelloni is delizioso!

Favourite Music: Various Artists but in particular.....Michael Bolton (I have even been seen at a few MB concerts sssssshhh!!)

Favourite Film: The Usual Suspects

Favourite holiday location: America

Can Recycling As you will be aware, Soapworks Ltd have now joined a Can Recycling Scheme with ‘Every Can Counts’ to recycle the drinks cans used within Soapworks Ltd. The Programme is supported by Zero Waste Scotland and drinks manufacturer A.G. Barr plc, along with partners from the UK’s drinks can manufacturing and recycling industries. The UK produces over 9 billion drinks cans every year, 80% of which are made from aluminium which can be recycled, reprocessed and remade into a new product. In a whole year, one drinks can could be recycled eight times, saving enough energy to make 160 new cans, and since metal is 100% recyclable, they save more carbon every time they pass through the recycling loop. Soapworks Ltd have sited ‘Every Can Counts’ recycle bins in the canteen and would ask that all staff support this can recycling initiative by using the bins provided.
Health & Safety Meetings 2015

January       Friday 30th
February      Friday 27th
March         Friday 27th
April         Friday 24th
May           Friday 29th
June          Friday 26th
July          Friday 31st
August        Friday 28th
September     Friday 25th
October       Friday 30th
November      Friday 27th
December      Friday 18th

All reps are invited to attend. Meetings to be held in the Boardroom & commence at 1:15pm.

Statutory Holidays 2015/2016

6th April     Easter Monday
4th May       May Day
20th July     Fair Monday
28th September September Weekend
25th December Christmas holiday
28th December Christmas holiday
1st January   New Year holiday
4th January   New Year holiday

Paydates 2015

Friday 02.01.15
Friday 30.01.15
Friday 27.02.15
Friday 27.03.15
Friday 24.04.15
Friday 22.05.15
Friday 19.06.15
Friday 17.07.15
Friday 14.08.15
Friday 11.09.15
Friday 09.10.15
Friday 06.11.15
Friday 04.12.15

Christmas 2015 Factory Shutdown

The last working day will be Wednesday 23rd December 2015. The company allocated days will cover 29th, 30th, & 31st December 2015. Each employee will be required to retain one additional day of his/her 2015/2016 holiday entitlement for Thursday 24th December 2015. The factory will re-open on Tuesday 5th January, 2016.

Christmas Panto

We have now booked tickets for staff and their family to attend the Christmas Panto at The Bridge, Easterhouse on Saturday 13th December, 2014. The Panto this year is The Three Little Pigs. We hope that this is a great day out for staff and their families.

Pensioners Party

This year’s pensioner’s party was held in the GESH hall, Garthamlock on Wednesday 10th December 2014. Once again the party was a great success. Many thanks to all staff who volunteered and made this an enjoyable day for the local pensioners.

Staff Christmas Lunch Party – Tudor Hotel

The Tudor Hotel, Airdrie has been booked for Soapworks Ltd staff Christmas Party on Tuesday 23rd December 2014 between the hours of 12 noon-5pm. The Company will arrange transport to take staff to and from the venue. Further details will be displayed on the Noticeboard nearer the time.

Accreditations

British Retail Consortium (BRC) Consumer Products Global Standard
RSPO Supply Chain Standard
The Soil Association
SEDEX