

# The Worx

THE BI-ANNUAL **officeworx** NEWSLETTER



## OFFICEWORX NETWORK

Have you travelled all our lines?  
Incentives inside for those who do!

## FOCUS ON

Printwaste keep you in  
the recycling loop

## PLUS MUCH MORE

Powered by Prima,  
Christmas charity fun  
and great offers!



## Pied Piper

We started off festive season 2018 by donating toys to the Gloucestershire children's charity **The Pied Piper 'Tonne of Toys' Appeal**! The Pied Piper Appeal were on a mission to collect 1,000 (an actual tonne!) of toys for sick and disabled children in the county. Rob, Katie and Kate were given a tour around the children's ward at Gloucester Royal Hospital to witness how helping this charity can make such a difference to children in our county. We were astounded to hear how little the centre is given through the NHS to function and how much is dependent on donations from charities such as The Pied Piper Appeal. The Pied Piper Appeal not only supply some of the basics but also wonderful touches such as sensory machinery and facilities for parents at the centre. Further information on The Pied Piper Appeal can be found at [www.piedpiperappeal.co.uk](http://www.piedpiperappeal.co.uk)



Katie, Kate & Rob give Rachael & Kelly (Pied Piper Appeal) toys towards their Tonne of Toys Christmas Appeal



## Animal Shelter

Next stop was **Gloucestershire Animal Welfare Association & Cheltenham Animal Shelter** to donate shoe boxes of food, toys and treats for the rescue animals at the shelter. Officeworkx kick-started the shelter's **2018 Shoe Box Appeal** by being the first to donate for pets in rescue! After meeting rescue Staffordshire Bull Terrier Poppy, we took a tour around the shelter to meet some of her co-residents including Holly the Husky cross and Herbie the cat! For a full list of animals in need of a home please visit [gawa.org.uk](http://gawa.org.uk)



Poppy the dog proudly accepting yummy donations from Kate & Katie at Officeworkx

## Hamper Scamper

2018 was our fourth year packing boxes at **CCP's** yearly **Hamper Scamper** food appeal. Hamper Scamper is CCP's Christmas Giving appeal, designed to spread a little cheer to some of the county's most disadvantaged children, young people, families and vulnerable adults at Christmas. Another great year was had distributing over 1,700 hampers to those in need. To get involved please visit [www.ccp.org.uk/appeal/hamper-scamper](http://www.ccp.org.uk/appeal/hamper-scamper)



Paul, Helen, Rob, Katie & Les reporting for elf duty at Hamper Scamper HQ



## What the Duck

Did you receive a **festive duck** from Officeworx this Christmas? You were all going **quackers** for a free rubber ducky with your orders! We hope they made you smile if nothing else!

Festive ducks are a must in the workplace at MP Filtri Ltd, Bourton-on-the-Water

Festive friends



## Officeworx Elves

Twitter went mad before Christmas with pictures of our naughty Officeworx elves up to mischief in your workplaces! If you're feeling the January blues, why not take a look at the Twitter page @officeworxelf to have a giggle at some of their escapades! Thank you to everyone involved!

Get out of the cash till!  
Universal Uniform's  
elf up to his tricks



Datasource  
Recruitment's elf  
up to no good



Pickled elf  
at Gloucester  
Old Spot

# THE OFFICEWORX NETWORK

Have you travelled our network?  
How many lines have you taken?

All lines radiate from our corporate responsibility yellow line – central to our business. Could you be tempted to travel on another line? We've come up with some great incentives if you do:

## Telecommunications:

Crossed lines?

**FREE** installation on all new hosted telephone systems until March 2019! Saving **over £500!**



## Furniture:

Are you sitting comfortably?

Reserve your next seat!



**£84.99**

plus VAT  
Marlos Mesh Back Office Chair  
Choice of bright colours available!

## Stationery:

Don't be stationary!

Get moving with our **stationery** range!



**FREE** box of Lever Arch Files x 10 with your first order!

## TELECOMMUNICATIONS

Telephone Lines  
Fibre Broadband  
Hosted Telephony  
Telephone Systems  
Door Entry  
Virtual Numbers  
Audio Conferencing  
Leased Lines  
Wireless Networking

Security Alarms  
Domain Names  
Hosted Backup  
SIP Trunks

Chemicals  
Ladders  
Towels  
First Aid  
Screens  
Cable Ports  
Carpet Tiling  
Drawers  
Desks

Filing Cabinets  
Coffee Table  
Biscuits & Snacks  
Beverages  
Stamps  
Conferencing

## NETWORKING

IPAF Trained  
Fault Finding  
Cable Tracing  
Patch Leads  
Site Surveys  
Data Trunking  
Network Switching  
DBS Certified

**FREE** no obligation site survey to your workplace







Travel safely.

**FREE** roll of bubble wrap with your first order!

### Printing:

Commuting to a  
business meeting?

Got your printed literature?



## Networking:

Follow the cables  
to a speedier  
network!



## Janitorial:

Refreshments  
available at the next  
stop

**FREE** bag  
of Tetley One  
Cup Teabags  
x 440 with your  
first order!

# FOCUS ON



printwaste  
recycling & shredding



From right to left: Geof Robins, Tom Robins and Don Robins

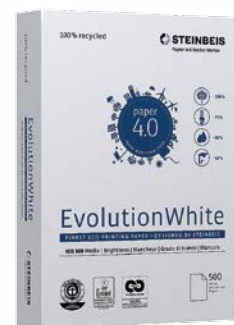


## Did you know recycling facts (per 500 sheets of paper)

- 17.5kg of wood
- 19.3 kWh of energy – enough to make 1,544 cups of tea
- Saving 107 Litres of water
- Saving 1.6kg of Co2

Working in the world of recycling and shredding, here at **Printwaste**, we're not exactly short of office supplies. Problem is most of these supplies are actually used items, collected from our customers, to be transformed into new products. So, to ensure all of our staff are well-equipped on the stationery front, **Officeworx** have been providing us with everything - from paper to ink cartridges to laminating sheets - for over five years now. Over the last couple of years, as a company, we've worked hard to increase our promotional activity, and Officeworx have played a significant role in helping make this happen. Time and time again, we'll come up with a marketing campaign, where we want to physically deliver items to customers, and every time, Kate, Katie and the team supply us with the stationery materials needed to make this happen.

Luckily, we've been able to say thank you to Officeworx for their help in the best way we know how - by working together to turn them into a **zero-to-landfill** company. Recently, we've also involved them in our latest campaign - supplying '**Steinbeis Recycled Paper**'. Which, ok, on first glance, doesn't perhaps sound that special. But really it is. Firstly, the paper is 100% recyclable, a big green tick in the box.



And, secondly, it's produced by the **same paper mill** that we, **Printwaste**, send our paper off to for recycling. This means that new box of 'Steinbeis Recycled Paper' we bought could very well have been made out of used paper we previously collected and sent to the mill. In the recycling world, this is what we call a **closed loop process**.

But why is a closed loop process so great? Often, recycled paper is turned into single-use products, like tissues and toilet roll. This is undoubtedly better than using new materials, but **paper can actually be recycled seven times** before the fibres are too weak for re-processing. So, turning into single-use is a waste of all that potential. By **closing the loop**, and turning the paper right back into new stationery paper, we can get more out of the material and less waste will be produced. At Printwaste, this is something we feel strongly about and is why we aim to make sure our customers' paper waste is made into new paper.

Throughout 2018, we saw repeated headlines about the environmental impact of waste, and this problem isn't going away. To make change happen, we need to all do our bit to help protect the planet we live on and ensure our waste ends in the right (most sustainable) place. This is a huge part of why we, at Printwaste, do what we do, and Officeworx have been instrumental in helping us to spread this core message.

For more information about becoming a zero-to-landfill company and other services provided by Printwaste visit **www.printwaste.co.uk** or call 01242 588600



# ALL SYSTEMS GO!



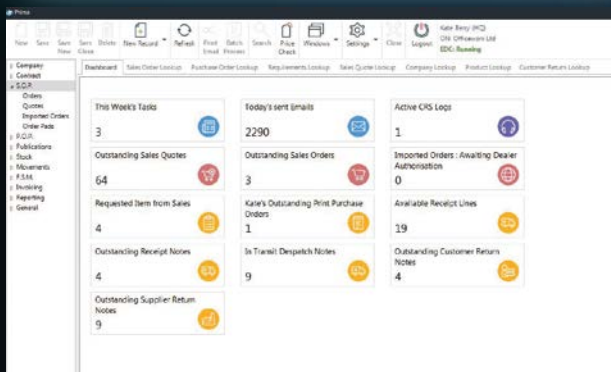
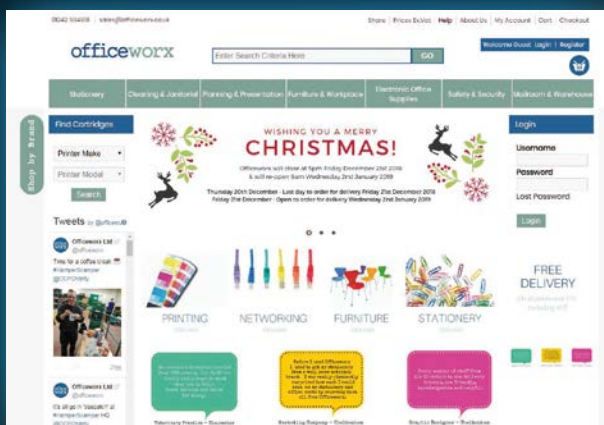
July was a very big month for Officeworx, we took the jump and installed a brand new back-office system called Prima. Like any new system we have experienced a few teething issues, however these have been overshadowed by the fantastic benefits the system offers us as a team and you as a customer.

A brand new e-commerce website has also been launched, offering easier online ordering with features such as: contract pricing, favourites, order pads, past order history and stock availability. The website is very user friendly and allows streamline ordering for customers, delivery status, POD and invoices.

Over the past few months our customers will have also experienced our new POD system, whereby the electronic handsets the drivers now carry collate exact date/time delivery information plus the signee name allowing specific delivery information for customers.

*'Once I'd got used to the website I found it easy to use, searching for products that I haven't used before is easy.'* Jackie, Cheltenham

We are delighted with the initial feedback from customers regarding our new online webstore and the added benefits of the POD system. Throughout 2019 we will continue to work closely with the Prima software team to develop our system to benefit us as a team and you as customers.



## WEBSITE OFFER

Create an online account with Officeworx and get **10% discount off** your first online order over £50.00 plus VAT!

If you are interested in activating an online account please contact the team today.



The Officeworx  
team - past and  
present



In December the Officeworx team waved goodbye to Maureen our accounts lady!

Maureen has been at Officeworx (formerly System Print) for 32 years and has been a true asset to the company over the years. She has been through a number of office moves, seen many people pass through the doors from staff, suppliers, customers etc. and has been with us every step of the way while we have grown as a company within the Gloucestershire area and beyond.

Maureen will be missed dearly by the Officeworx team, however she is fully aware the door will always be open for her to pop in with her famous fruit cake. We will look forwards to her office visits during 2019!

*Happy Retirement Maureen  
Team Officeworx xx*



Maureen cuts her retirement cake

## THE WORX OFFER

Get organised in  
2019 and take  
advantage of our  
special offer!

Talos 4 Drawer Filing  
Cabinet Grey

**£99.00**  
plus VAT

TCS4FC

Visit **shop.officeworx.co.uk** for our  
full range of storage and archive  
products

