



#### Ladies and Gentlemen,

As **SGP Group**, we offer a versatile range of services, and our offer has been composed to meet the needs of companies from various industries. We draw on our extensive experience gained both in the Polish market and abroad. By responding to the needs of the market, we gradually expanded our offer to be able to provide our clients with the possibly comprehensive service.

Although, starting in 2006, we operated mainly locally in our hometown of Częstochowa, we quickly became present in other cities in Poland. Also, we did not have to wait long for success in the European market, which accelerated our decision to expand our offer with additional services. Currently, we are a company with a European reach, operating in 12 European countries.

SGP GROUP consists of companies with various business profiles.

**SGP - SORTING GROUP POLAND** - Sorting, selection, repair of details and finished products

**SGP APT** - Temporary Employment Agency

**SGP QUALITY LAB** - Quality Engineering Center

**HUMAN & HUNTER PROFESSIONAL** - Recruitment and Personnel Consulting

**SGP - TRAINING & CONSULTING** - Organization of Training and Audits

**H&H** - Employee Outsourcing, Temporary Work

**SAVE&CARE** - Sale of Occupational Health and Safety and Cleaning Products

**SGP MEDIA** - Event Organization and Business Marketing

The main objective that we pursue is to take care of our clients in every possible aspect. By deciding to cooperate with SGP Group, our clients gain not only support in terms of external quality control but also in providing temporary staff, employee training, customer service, event organization, or OHS product sale. All our companies strive together to reach one goal, which gives us strength and drive to operate.

The safety and quality of our services is guaranteed by the **Quality Management Certificate according to ISO 9001:2015**. While focusing on constantly improving the quality of services offered and expanding our offer, we do not forget about the people around us. We demonstrate this through charitable activities (among others, participation in the "**Noble Gift**" campaign since 2014), involvement in actions promoting a healthy lifestyle, as well as participation in important Automotive industry events in Poland and abroad. In 2013, we became the titular sponsor of the Włókniarz Częstochowa stadium, due to which it was named the **SGP Arena Częstochowa**. As part of the society in which we live, we strive to actively participate in social life and share our passion with others.

I invite you to cooperate

**Mariusz Puto** 

President of the Management Board of SGP Group

95\_

#sgpgroup





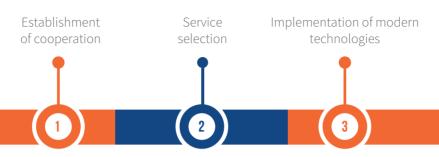
**5.7. SGP Group** belongs to the elite of the fastest-growing enterprises in Europe providing services in the field of outsourcing. We constantly strive for the highest quality, hence the success and trust of clients. **5.7.** 

# **About SGP Group** Since 2006, our experts have been constantly gaining valuable experience and knowledge, which provides the opportunity to provide competitive services in the international market. We implement modern solutions, adapt to customer needs, and dynamically expand the scope of our operations. We guarantee high quality and safety of our services. We are ready to quickly respond to emergencies and remain fully available to our clients. Industries we serve: 54% 17% **15**% 10% Other Consumer Electronic **FMCG** Production Electronics and Automotive Home Appliances Services we offer: Quality Control • Firewall • GP 12 • CSL • Save Lounch • Supply Quality Assurance • Residency • Finished Product Component Repair • Quality Engineer Outsourcing • Warehousing Services Logistics Support SGP - Sorting Group in numbers 2006 year of establishment trained quality satisfied of SGP Sorting Group controllers clients 10 000 000 products after quality branches throughout Poland

control process

and other European countries

## See how we work





#### We operate according to the 3P



## Why is it worth cooperating with us?



## The Service of Resident

**SGP Group** provides the service of **Resident** that operates on behalf of our clients. It responds immediately and solves any arising quality challenges.

Real-time response to problems • Verification and analysis of the service process

Contact with suppliers • Participation in regular meetings • Maintaining good relations with employees

Our experience proves that we can offer the service of Resident worldwide.

Great Britain: Sunderland, Swindon, Woking, Solihull, Czech Republic: Kolin, Liberec, Praha, Brandys nad Labem, Slovakia: Lozorno Serbia: Kragujevac, Romania: Fagaras, Italy: Cassino, Ciri, Hungary: Ból, Kecskemet, Estergom, Germany: Ingolstadt Slovenia: Novo, Mesto, China: Dadong, Chengdu, Spain: Barcelona, Poland: Bielsko-Biała, Poznań, Wrocław, Tychy, Macedonia, Turkey, Ukraine.

#### Modern technology within your reach

#### Our warehouses are located in Europe:

Arad (**Romania**), Bánovce nad Bebravou (**Slovakia**), Birchwood (**United Kingdom**), Bielsko-Biała (**Poland**), Łódź (Poland), Wrocław (Poland)

To expand the scope of services provided by **SGP - Sorting Group**, a new production-warehouse facility was established in 2018, enabling the performance of control and measurement as well as warehouse and logistics services. In the warehouse, located in the Katowice Special Economic Zone in Częstochowa, there are modern devices that streamline the course of work.



#### **CSL II Service**

#### Product control according to Control Shipping Level 2

Product inspection according to the Control Shipping Level 2 procedure is a service consisting in 100% visual inspection of the product (sometimes using inspection and measurement tools), it is performed to eliminate a defect in the supplier's product in the event of inconsistent or qualitatively inadequate deliveries.

This control ensures that the final recipient receives deliveries that meet the requirements. As part of this service, the client receives technical support necessary in relations with the supplier to analyze and solve the quality problem.

We can perform CSL II quality control at the client's premises, at the supplier's, in our warehouse, or at another individually agreed location. We have extensive infrastructure that allows us to provide high-quality services.vv







We are an employment agency that provides modern services in temporary employment, outsourcing, and recruitment. We support our clients in recruiting employees, flexibly responding to changes in the job market.

#### **About SGP APT**

Many years of experience based on cooperation with representatives of the automotive, logistics, production and industrial sectors as well as a large database of job candidates allow us to quickly and effectively provide temporary employees. We are always guided by the individual needs of our clients. We approach each order in an individual, reliable and professional manner. We are able to provide from a few to even several dozen employees for a specific position. By cooperating with us, the client can be sure that they will get suitably qualified employees. SGP APT deals with all personnel and administrative issues. As a Temporary Employment Agency, it provides employees with continuous substantive support as well as appropriate training for work. It is an ideal solution for companies that need to temporarily expand their team in the event of increased production or employee absenteeism.

#### Industries we serve



Production worker



Production equipment operator



Seamstress



Forklift operator

#### Services we offer

Different forms of employment • Recruitment • Full HR operations • Coordinator care • Foreign employees

#### **SGP APT in numbers**

1 000

employees

6

branches in Poland

50

contractors





59, SGP Quality Lab – a new brand of SGP Group – established in 2018. It fits perfectly with the changes brought about by the concept of Industry 4.0. The modern machines and devices used by us support design, quality, and engineering processes.

# Seifert

#### **About SGP Quality**

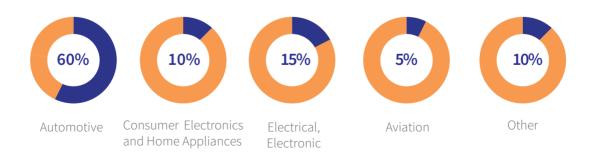
SGP Quality Lab is a brand that was established in response to the requests of our clients. It is located in the SGP Quality and Engineering Center within the Katowice Special Economic Zone in Częstochowa. The strategic location of SGP Quality Lab near the A1 motorway provides excellent communication with the entire Poland. Thanks to cooperation with SGP Quality Lab, the client always receives quick and effective solutions to quality and engineering problems that they encounter during the implementation of their own projects. In every aspect of our activities, we strive for excellence, supporting the ongoing production of our clients.

We have an industrial X-ray cabin, Phoenix X|Cube, for real-time 2D inspections with the option of a 3D tomograph, which is used during inspections of castings, parts, and subassemblies in industries, e.g., automotive and aviation. We serve customers from various industries with an urgent need for a quick and effective X-ray inspection without damaging details.

SGP Quality Lab deals with the analysis of details according to strict rules established with the client, complaint analysis, development and manufacture of measurement tools, development of documentation (drawings, material specifications), quality control, detail repair, simple assembly, development and execution of prototypes in 3D printing, development and manufacture of casting molds.

In addition, we have our own warehouse space and transport, due to which we provide the customer with smooth deliveries. We carry out both visual inspections and those using X-ray control and measurement tools. **SGP Quality Lab** has modern equipment and uses the latest technologies to provide professional service of tasks commissioned.

#### Industries we serve



#### Services we offer

Digital Radiography (RTG) · Computer Tomography (CT) · 3D scanning · 3D printing Sorting/selection/repair · Reverse Engineering · Digital X-Ray Serial Control · Vacuum Casting Complaint Analysis · Simple Production Assembly · CNC Machining · Preparation of Documentation and Technical Drawings · Warehousing · Consultancy and Support of Qualified Engineers

#### Machines at our disposal

X|Cube X-ray  $\cdot$  computer tomograph  $\cdot$  3D scanner  $\cdot$  Gence 3D printer  $\cdot$  digital measurement projector  $\cdot$  CNC machine

#### **SGP Quality Lab in numbers**

1600

square meters for our clients

1 mln

components controlled by an X-ray system

• 50 mln

controlled details

2000

computer scans of components and finished products

60

qualified quality controllers

• 3,5 mln

million worth equipment for quality control 250

post-claim analyses

150

quality tests and measurements conducted

#### Why is it worth cooperating with us?

Security · Individualism · Experience · Modernity · Professionalism · Flexibility

#### See how we work

Establishment of cooperation

Problem analysis

Selection of the solution



2





results

Implementation



Acceptance of an order

#### X-ray System

X-ray technology (digital radiography) is widely used for inspecting manufactured parts. Thanks to this method, it is possible to examine the interior of the detail without the need to disassemble it.

The image created as a result of this examination is each time adjusted using special filters to highlight and as far as possible identify the problematic area of the detail. Any possible imperfections found during the X-ray can also be measured with high accuracy.

# Salara Acube

#### Digital serial control

The measurement projector allows for performing quickly the accurate measurement of specific parameters of the detail. By combining microscope, computer, and projector functions, we create a program that automatically verifies the indicated areas, classifying the detail as either compliant or non-compliant. This program is created based on data transferred directly from the drawing of the detail provided by the client.



#### 3D scanning

3D scanning is a modern technology consisting in collecting the coordinates of points from the space of the examined detail by a 3D scanner. In this way, a point cloud is created, due to which more accurate quality control is possible. Using special software, a 3D model of the MESH detail can also be created.



#### **3D printing**

3D printing is a method of manufacturing details from plastics, metals, composites, and many other materials, i.e., layer by layer. 3D printing is an excellent solution at the stage of prototyping as it constitutes a faster alternative to other popular production methods. We offer a range of 3D printing technologies, including FDM, SLA, SLS, DMLS, 3SP, DLP, and PolyJet.



#### **Complaint analysis**

Complaint analysis enables the comprehensive interpretation of the inspected detail. It is supported by computed tomography, modern DR technologies, and 3D scanning. By using non-destructive testing, we are able to examine the internal structure of the detail, identify any irregularities, and measure them based on the drawings provided by the client.







Human & Hunter is a leader in the market of recruitment services. Since 2013, due to our expert knowledge of the labor market and professionally provided recruitment services, we have been contributing to the success of Polish and international companies



The development of **SGP Group** occurred naturally in response to the growing expectations of the market. We decided to recruit employees on our own while maintaining the highest level of services provided. This is how the **Human & Hunter** company was established, the one which offers knowledge, experience, and care from the beginning to the end of projects, by presenting e.g., current information on pay scale in the client's industry (among others, LinkedIn Talent Solutions, Xing ProBuiness, X-ray Search, GitHub, StackOverflow, 4programmers, Kaggle, Behance, Dribble, ArtStation, etc.

#### Indutries we serve







Engineering and production



Fashion



Finance and accounting



Logistics and supply chains

#### Services we offer

Permanent employment • Employment Abroad • Personnel consultancy • Temporary employment

#### **Human & Hunter in numbers**

>1000

implemented projects since 2013

7 days

standard time for presenting the first applications

18 000 PLN

average amount our client saves by commissioning recruitment to us

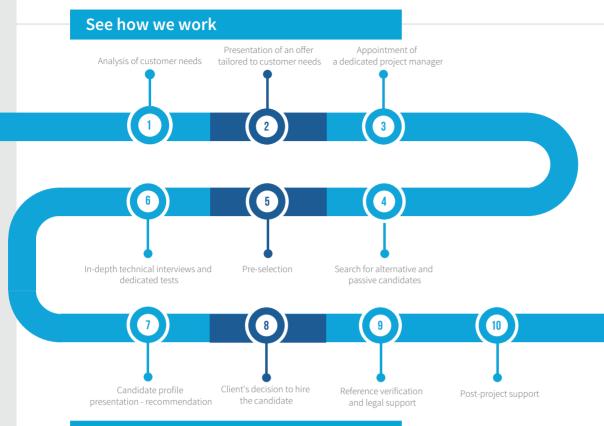
14 days

from the launch of the project to the client-candidate meeting

< 1%

turnover ratio of candidates recommended by us

21 days
average order completion time



#### 🚣 Permanent employment

We conduct permanent recruitments both in Poland and abroad. We guarantee career development in the most influential companies. We introduce clear and transparent rules in recruitment processes. We are flexible - we create offers tailored to the needs of our clients.

- Networking activities
- Exploration of professional groups
- Use of Direct Search method
- Employer Branding
- Telephone Screening
- Job interviews including video interviews
- Tests and verification of employees' knowledge
- In-depth behavioral interview
- Assessment Center
- Recruitment activity report
- Service: Your coordinator (substantive support)
- Three forms of settlement to choose from: Success fee, Fixed fee, Retainer



## Temporary employment

We are an experienced company providing temporary employment in Poland and abroad. We guarantee safety and certainty of legal work. We offer substantive support and proper training to employees. We provide opportunities for development and use a bonus system.

- Posting and selecting job advertisements
- Contacting selected candidates
- Detailed recruitment report
- Fulfillment of formal obligations
- Providing employees with the care of a coordinator
- Training of employees and introduction to labor duties
- Job satisfaction survey



#### 🖳 🙎 Employment abroad

We are a member of the German Association of Temporary Work Agencies. We guarantee safety and certainty of legal work. We provide assistance with arrival to work and organize the return for employees from abroad. Using the service of a coordinator, we provide substantive support for employees and coordinate the correctness of the work performed.

- Collecting and selecting job advertisements
- Contacting selected candidates
- Signing documents with selected candidates
- Organized transportation for employees
- Ensuring legal stay in the area of the work performed
- Accommodation for employees
- Providing the care of a coordinator
- Job satisfaction survey
- Organizing the return to the country after completing work





#### **Personnel consultancy**

We provide substantive preparation and offer advice on achieving professional competence. We develop employees' potential and prepare them to provide services at the highest level in Poland and abroad.

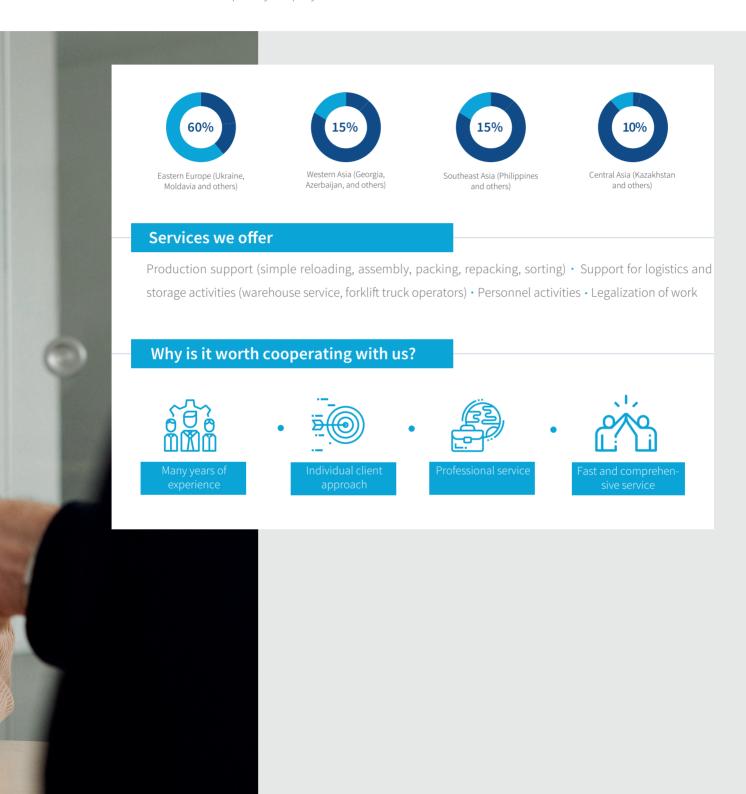
- Assessment Center & Development Center
- Psychometric tests
- Job evaluation
- Job satisfaction survey
- Personnel audit
- Market Research







7) The task of H&H is to support production, warehousing, and logistics processes at business partners based on outsourcing services. We care about the highest parameters of service quality. The speed of implementation, timeliness and flexibility in action make our temporary employees motivated and effective.



Sales department tel.: +48 690 910 098





5) SGP - Training & Consulting is created by people with passion and sharing a common goal. Individual potential combined with experience and authenticity towards the customer result in the highest quality of services.

#### About SGP - Training & Consulting

Since 2009, SGP - Training & Consulting has been specializing in the implementation of training projects prepared for enterprises and public sector units. We carry out trainings throughout the country in a wide range of topics, both in open and closed forms. Dedicated training is always tailored to the specificity of the company, customer requirements and the needs of employees participating in them. At the request of the client, we conduct training in English. We have a leading position in the training market and continue to experience dynamic growth. We believe that attention to detail is the key to the success of companies cooperating with us.

#### Industries we serve



automotive



production



public administration



trade and service

#### Services we offer

Quality training  $\cdot$  Compulsory training  $\cdot$  Specialist training  $\cdot$  Implementations  $\cdot$  Training and integration trips  $\cdot$  Soft training  $\cdot$  Consultations  $\cdot$  Audits

#### **SGP TC in numbers**

2009

year of establishment

2 000

trained companies

85 000

participants of our training

· 56 000

training hours completed

## See how we work





Post-sale support



Coordinating the course of the service/training



Project implementation with ongoing reporting of progress



Tailoring the offer to the client's business needs

## **OUR OFFER**

## **Quality training**

- Quality tools
- Suppliers / maintaining contact with clients
- Risk analysis
- Problem solving
- Statistical quality tools
- Audits / requirements
- CSR (Customer Specific Requirements)
- Lean manufacturing
- Metrology

## **Specialist training**

- Specialist training
- Debt collection
- Customs
- Logistics
- Aviation





## Compulsory

- OHS
- First Aid
- Fire Protection and Fire fighting

#### Personal skills development

- Human Resource Management
- Sales
- Customer Service
- Marketing and PR
- Interpersonal skills
- Legal issues and regulations
- HR/personnel
- Accounting and finance





## Why is it worth cooperating with us?



#### Up-to-dateness

we support companies in development processes, which is why our training offer is constantly expanded and adapted to business requirements.



#### Workshops

our training is conducted in the form of workshops, providing the opportunity to implement the solutions discussed in practice.



#### Trainers

we have a qualified team of specialists. Each training is conducted by an experienced trainer who is both a practitioner and an expert in their field.



#### Range

we carry out training throughout the country



#### Quality

the quality of the services provided is confirmed by the ISO 9001:2015 certificate and numerous awards. We also have an entry in the Register of Training Institutions (RIS) at the Voivodship Labor Office in Katowice.



#### Trust

the measure of **SGP - Training & Consulting's** success is the trust that our clients have in us and the highest ratings of the training courses we organize.

# save&care



5GP Group has expanded its portfolio with a new Save Care brand, the task of which is to improve safety and comfort at work by supplying companies, wholesale and individual customers with articles from the OHS industry.

#### About Save Care

The main premise behind the establishment of **Save Care** was the desire to improve the safety and comfort of employees' work. Based on many years of cooperation with manufacturing industries, especially with the automotive industry, there was a need to expand the offer with the sale of workwear, clothes, footwear, personal protective equipment and many other health and safety products. We offer professional work clothes, protective shoes, aprons, outerwear, headgear, articles for respiratory, hearing and eye protection. Our offer includes a wide selection of effective cleaning agents and fall protection equipment. Our goal is to provide individual and wholesale customers with the highest quality protective products. We do not focus only on sales, for us it is important to provide appropriate and professional advice when choosing the appropriate health and safety products.

#### Industries we cooperate with









#### Offer

Protective and working clothes • Protective and working shoes • Working and protective gloves Hygiene and cleanliness • Respiratory protection • Head protection and helmets • Eye and face protection • Hearing protection • Fire protection and traffic safety • Height safety equipment

#### Why is it worth cooperating with us?



Large selection of labor protection



High quality of services and products



Assistance with the selection of personal protective equipment



Experienced staff



Sales department tel.: +48 791 111 752





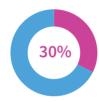
"We started as an internal marketing department of SGP Group. Currently, SGP Media is an independent, modern company that can be described with three words: professionalism, commitment, creativity."

#### **About SGP Media**

SGP Media has been operating since 2018, actively engaging in internal marketing activities of all SGP Group companies and realizing own business goals. Our portfolio includes successfully organized corporate events, mass events, and sports events with the participation of popular artists. We carry out activities in the field of public relations, integrate employees, and practice social media marketing. We operate comprehensively, supporting corporate branding of large and small companies

#### **Events we have organized**











Sports events

Internal corporate events

Trade fairs

Conferences and congresses

Concerts

#### Services we offer

Social media  $\cdot$  Corporate branding  $\cdot$  Sports events  $\cdot$  Events for children  $\cdot$  Corporate events Conferences and congresses

#### **SGP Media in numbers**

40 000

people took part in our events

66

contractors

7000

gift packages distributed

150

satisfied clients

> 1 mln

total social media conversion rate

68 000

manufactured gadgets

#### See how we work





Reporting on actions taken



Coordinating the course of the service/event



Project implementation with ongoing monitoring of progress



Tailoring the offer to the client's business needs

#### **OUR IMPLEMENTED PROJECTS**

#### **Sports events**

Our original Work Life Balance project inspired participants to seek balance in life through practicing sports. Each edition of WLB was held with the participation of Ewa Chodakowska, with whom we also organized Be Active Tour training. We practiced in Częstochowa, Poznań, Katowice, Kraków, Wrocław and London.



We were the organizer of the ForBET Włókniarz Częstochowa 2019 Team Presentation at the HSC Sports Hall in Częstochowa. The highlight of the evening was the performance of the Akcent band, and

the event was attended by nearly 7,000 participants. In 2020, we again participated in the organization of this event, having the opportunity to cooperate, among others, with Patrycja Markowska and her band.





#### **Integration and**

We organized both a corporate Christmas Eve inspired by film aesthetics, as well as we undertook to prepare the anniversary celebration of an international company. We prepare intimate team building events and grand galas with hundreds or even thousands of guests.

#### Celebrating an investment

A grand event which is the culmination of a serious business investment is an excellent PR procedure. We had the pleasure of organizing an event attended by 1200 people, celebrating the opening of a new warehouse that marked the beginning of the future success of our international client.

#### **Outdoor events**

A family picnic for employees or a mass event on the occasion of Children's Day. We are perfectly prepared to organize the so-called Cloud events. Always flexible, ready for changing weather conditions and committed to the last minute of the event.

#### **Outdoor advertising**

We create professional graphic designs tailored to outdoor advertising media: billboards, citylights or announcement posts

#### Campaigns in social media

We manage business profiles tailored to the needs of each company. We create advertising campaigns, plan posts, and report on the results of actions taken. v















#### **References:**



37) Basing on orders and missions performed by SGP -Sorting Group Poland Sp. z o.o., we can confirm high quality of services and punctuality of realized commissions. We would like to mark out short reaction time, solicitude during realization of order, flexibility of operation and solidity in collaboration. SGP - Sorting Group Poland Sp. z o.o. administers of well qualified managerial and labor personnel and rich experience of their work. We repute this company as deserving for recommendation. 27



37) SGP Sorting Group has been a reliable partner who performed admirably. I can confirm their high quality, punctuality and flexibility. The communication and services have always been provided in a timely manner and to expected standards. Based on my personal experience, I have a pleasure in recommending SGP Sorting Group as a straight forward and reliable business partner.



37) SGP Sp. z o.o. is a support for usin situations where doubts arise about the quality compliance of components supplied by our suppliers. The quick response time and availability of quality controllers from SGP Sp. z o.o. gives us the opportunity to use this type of support exactly to the extent and scope we need. Based on our experience sofar, we recommend SGP Sorting Group Poland Sp. z o.o. as an experienced partner in quality control tasks.

# **PHILIPS**

37) Based on the work carried out by SGP, we can confirm the high quality of services provided and very good contact with the company's representatives. It is worth noting the quick response time, appropriate flow of information, and care with which SGP employees approach the implemented projects. The qualified management staff and reliable and experienced field workers directly translate into the high quality of services provided. We definitely consider SGP Sorting Group Poland Sp. Z o.o. as a partner that deserves recommendation.



37) SGP Sp. Z o.o. provides sorting, selection, and repair services for details and finished products in a professional and timely manner, with due care. In our cooperation, the flexibility and availability of the staff proved to be particularly valuable, enabling us to adjust the scope of support to rapidly changing needs. We recommend SGP - Sorting Group Poland Sp. Z o.o. as a reliable and trustworthy business partner.<sup>27</sup>



77 The services provided are of a very good standard, the response time to arising problems is very fast, well-trained coordinators can ensure proper selection processes. Easy cooperation, c lear and honest reporting, transparent rules, clear instructions, and well-prepared employees are some of the many advantages of SGP.































#sgpgroup





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in