



AWARDS!

India – Best Team: ADL Research



India - Inbound Sales Team



Perivale – Best Team: European Buyers



Ruislip – Best Team: QC



Halima Wahbi – Living the B&S Principles,
Bhikhu Dholaria – Star Performer, Tasmia
Khokher – Money Saving, Manish Parmar
– Star Performer



Salman Khan-Specials, Yogi Dixit-
Regulatory, Viral Patel-R&D



WELCOME TO THE B&S GROUP NEWSLETTER

As the next financial year begins, we are very pleased to hear how well every department is working to achieve their goals. When we first started out, B&S Group was a small enterprise, but with the hardwork, commitment and energy of everyone who has joined us on this journey, we have become one of the leading UK suppliers of Pharmaceutical products. This is

something to be celebrated and valued – by all of you.



Thank you all for your continued focus and drive to be successful – working as a team within the whole B&S Group means we can achieve so much more together than we ever could as individual departments. Keep up the great work and let's look forward to another excellent quarter!

Alpa & Samit Hathi

Recommended Book:

“Failure Breeds Success” – Mike Greene

To focus on key skills:

“If you sort yourself out first, everything will fall into place. When things go wrong it's very easy to blame lack of opportunity, or a failure in upbringing. It's easy to say ‘I can't put this right because...’ or ‘I failed because...’ We rarely examine ourselves closely to gauge our own roles in the world.”

Surround yourself with positive people: Chapter 8:

Change your pack

- Extend your relationships with key people who can help or hinder your achievements, eliminate negative labels from negative people

Expect and build on Failure: Chapter 10: Success is not a linear path

- Prepare for up's, down's and side steps, encourage experimentation and avoid blame, focus on problem solving.

DIRECTOR NEWS

We would like to introduce Mike Greene, our new non Exec Director. Mike has worked hard to



achieve his success within the business world, and is now in a position where he is turning his attention to helping others achieve their goals. He does this by sharing his stories and experiences through his inspirational public speaking, and his personal and professional mentoring.

Mike's dedication to helping others was recognised in 2011 when he was asked by Channel 4 to be one of their Secret Millionaires.

As well as being an incredibly successful entrepreneur and angel investor, Mike is also a Director/Chairman of several companies (including Dot.com, trade associations, charities, wholesalers, marketing and retail organisations), a global retail/shopper consultant, an international speaker, a professional mentor, a philanthropist, an endurance adventurer, a passionate charity fundraiser and a dedicated family man.

"It's not where you start that matters... it's where you end up." Mike Greene

Mike is working very closely with us to enhance the people development side of the business. We have started working with Thomas International who specialize in providing support for employee development.

We look forward to Mike applying his experience, ideas and support to the business.

Please do give suggestions for events, improvements, etc. Send them to Sheila.patel@bnscolorama.co.uk Or use the suggestion boxes located on site

ANNOUNCEMENTS



We would like to wish **Keely Baker, Specials Customer Services Team, Basildon**, a full and speedy recovery. Keely commenced an intensive course of medical treatment last month, which is expected to last for some 3 months. We all hope that everything goes as well as can be expected and that she makes a full recovery and returns to full health as soon as possible – Good Luck Keely!

Well done Ruislip for passing the MHRA Inspection in March – a team effort ensured a Pass! Keep up the good work ☺

IT have now added a **Global Address book** for emails – well done and thank you! – for instructions on how to upload, see F:drive, IT, IT Tutorials.

Red Nose Day: well done everyone and thank you for your generosity for such a worthy cause. We raised £113.60 including the company contributions.

Renovations in the Perivale Office – 1st Floor
Plans are currently being drawn for the 1st floor layout. Work should begin later this year.

More renovations are in the pipeline for Ruislip site, Perivale Canteen, Perivale Warehouse and first floor – watch this space!

Due to the **increase in workload in the PLPI** warehouse, we are now introducing a night shift and are looking for the below positions:

- Labellers x35 (Mon-Fri, 10.15pm-06.45am)
- Deputy Room Leaders x7 (Mon-Fri, 10.15pm-06.45am)
- Room Leaders x7 (Mon-Fri, 10.15pm-06.45am)
- Goods in Checkers x7 (Mon-Fri, 10pm-07.30am)
- Batch Checkers x7 (Mon-Fri, 10pm-07.30am)

If you or you know anyone who is interested please send CV's to hr@bnsgroup.co.uk.

OUR PRODUCT RANGES SO FAR:



Thamicarb (Sodium bicarbonate) Oral Solution is an antacid used to relieve heartburn and acid indigestion

Oxybutynin hydrochloride Oral Solution Used to treat adult and child urinary incontinence, urgency and frequency.

Dicycloverine Oral Solution is an antispasmodic medicine which is used to relieve cramps in the stomach and intestines. It helps to ease bloating and the spasm-type pain that can be associated with irritable bowel syndrome and diverticular disease. It works by causing the muscles of the gastrointestinal system to relax.

Ondansetron Syrup is used to prevent nausea and vomiting that may be caused by surgery or by medicine to treat cancer

Cholecalciferol Oral Solution is a vitamin D3 and is used to treat or prevent many conditions caused by a lack of vitamin D, especially conditions of the skin or bones.

INDIA STAFF SURVEY – 2015

During February, India completed their first staff survey. This was completed by over 90% of employees which is great! The information will allow us to know what we are doing well and what we need to improve upon.

The good news is that most people:

- enjoy working for B&S,
- would recommend B&S to family and friends,
- have job satisfaction,



- like their line manager, and feel their teams work closely and well together.

Areas for improvement are:

- Improving staff benefits – HR have worked hard to do this and really value constructive feedback on ideas to improve this area. Latest improvements include: 1. Medclaim Insurance Premium 2. Term Insurance Premium 3. Group Personal Accident Premium 4. Cab facility for women
- Communications across the whole company. We aim to do this by putting up noticeboards and the IT team are currently working on changes to the intranet. Any ideas and suggestions are welcome – send them to Sheila.patel@bnscolorama.co.uk
- We want to encourage more daily or weekly team briefings so that staff and managers/team leaders have a chance to catch up with each other and improve communication across the whole organisation. We are working on providing Management and Leadership training in the UK which we hope to roll out to India soon. This should provide guidance and motivation to encourage productive briefings where information is gathered and shared.



Overall, the survey has been a valuable step to helping you enjoy working at B&S and Alpa and Samit are very thankful for your feedback. There is a lot of work going on which is specifically designed to address the above issues and more. If you have any other comments you wish to share, please continue to use “The Voice” on the intranet, send an email to HR or Sheila, or ask for a meeting with us, we are more than happy to listen and help where we can.

HR INFORMATION

Benefits



Dear All,

At B&S Group we work hard to ensure that we provide you with great Benefits and Fantastic savings.

We would like some feedback on how you thought the newest Benefit 'MyUtilityGenius' worked. Please see below some comments we received from those who switched:

"I was able to save £500 from my bills for Gas and Electric! The process was very easy and



Reemesh from MyUtilityGenius was very knowledgeable

and answered every question I asked. I would highly recommend everyone to get in touch with them to see what they can save. I've saved several hundred pounds – Result!!!"

Sheila Patel

Just wanted say that as of today I have switched to a new energy provider and due to this company initiative I will save £500 per year!!!! David Masih

To find out more, email bns@myutilitygenius.co.uk directly or call Reemesh on 0203 468 0474, or visit myutilitygenius.co.uk

Remember to use all the other Benefits we offer:

- Health Cash Plan (Worth £920) for you and your children
- Discounted Retail Website (Opportunity to save hundreds on what we love to do... SHOP!)
- Cycle to work Scheme -
- Life Assurance (4x times your annual salary)
- Bring a Bill 'MyUtilityGenius' (Switch Gas and Energy provider)

- Childcare Vouchers
- Employee assisted Programme

If you have any other ideas or would like us to look in to other Benefits we could offer, please contact the HR Department.



INDIA RECRUITMENT

Vishal, Tushar, Sam and Justin had participated in the GUJARAT STATE JOB FAIR 2015 on 12th March. It was a truly commendable and fruitful experience for all of us. Almost more than 250 candidates had applied for different roles. We conducted 194 interviews in the job fair and invited candidates to our company premises. We got benefit from the campus interview as we had successfully filled almost 15 positions :

- Telesales Executives
- Pharmaceutical Technical Assistant
- Credit Controller
- Specials Technical Assistant
- Purchase Executive
- Regulatory Executive

With respect to our participation in the job fair, Parul Institute has publicized our company in local newspapers and appreciated our presence. They have considered our company as a "Preferred Employer" for their talented students.

About Parul Institute:

Parul Group of Institutes are India's leading Research and Innovation driven Educational Campus recognized by Prestigious Organizations globally.

- Approved by all India Council for Technical



Education (AICTE)

- Pharmacy Council of India (PCI) New Delhi
- Affiliated to Gujarat Technological University, Ahmadabad
- Ranked the no. 1 placement provider in Gujarat

THE B&S PRINCIPLES IN PRACTICE**The Learning Principle**

The next round of Principles training has begun and the feedback so far has been great. The sessions are a great opportunity to learn from each other and share our experiences. Particularly inspiring is hearing how people have benefitted from these session and have been using the Responsibility Principle to great effect in their daily working lives, as well as personal lives.

What has been really useful is gaining long term feedback from people months after the training, to find out how people are putting the information into action, and increasing their use of the principles. The video of the session is available on: <http://goo.gl/UBxtZ8>

Some feedback from the Responsibility Principle:

"Though I hardly join office, 1 or 2 days of the month but I am happy to see a favourable change in the way we are running the company for the last few months....now finding alternative ways to resolve issues...Appreciation- I am now more compassionate towards individual causing delay or mistakes as I am now suggesting them how to make process and system fool proof."

"Overall, I can say that so far, the training is VERY motivational. Having the slide handouts lets me go back to read them in my spare time at work and it refreshes my memory of the training and reminds me how I can apply it to everyday life. It has definitely helped me in being more successful at work. For example, it has helped me to meet my KPI's, build relationships, and has shown me how to keep a positive attitude."

LEARNING & DEVELOPMENT

Whilst researching for ideas for the Leadership Principle, I came across a number of excellent resources. In particular, I'd like to share the link below, and you don't have to be a leader to learn from it!:

<https://www.youtube.com/watch?v=aPwXeg8ThWI> – John Maxwell 5 levels of leadership video

Useful Books in L&D Library:

Management Pocketbooks on: Team Building, Developing People, Appraisals, Handling Complaints, Talent Management, Teamworking, People Manager's Handbook, Anger and Conflict Management, Stress, Decision-making

Coaching Skills for Leaders in the Workplace – Jackie Arnold

Primal Leadership – Emotional Intelligence at work – Daniel Goleman

The 7 Habits of Highly Effective People – Stephen Covey

**CONFIDENTIAL HOTLINE**

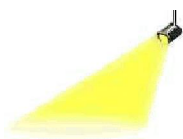
If you are unsatisfied with any processes or have individual issues or problems with any B&S employees, you can call 020 8728 7704 or extn 202 and leave a voicemail message anonymously, or provide your details if you want resolution. This line is directly linked to an impartial party and is totally confidential.

TEAM SPOTLIGHT

A day in the life of.... –

Ruislip Regulatory Team:

Roshni Patel, Vrushali Bait, Tarak Patel, Arpita Patel, Harminder Bhuie



What was your background before joining the B&S Group?

"I have more than five years of experience in Regulatory Affairs. I have worked on various stages in drug development including new applications of the drug and post approval submission to ensure the product is manufactured and distributed in compliance with appropriate legislation. I have also done labelling work with preparation of PIL, PIL user testing, and update label as per current CCDS (Company Core Data Sheet)."



"Community pharmacist for 6 years."

"I did Masters in Pharmaceutical Science and was working in a community pharmacy as a pharmacy technician before I joined B&S Group."

"University post graduate student."

"Retail/Graduate."

How would you describe your role?

"Currently I am working in regulatory affairs specials. Since I have experience in marketing authorisation submission, I helped my team mates to understand and follow the guideline and legislation to register the medicinal product."

"Challenging, but stimulating and constantly evolving and expanding as I gain more valuable skills and knowledge of regulatory affairs."

"I work as a senior regulatory executive. Our company manufactures medicinal products. We need a licence to sell our product in any country. I apply for these MA holder licences for the products we manufacture. My role is full of responsibilities and attention to detail."

"Responsible for drug product licensing activity."

What is a typical day at B&S like for you?

"For me, the working day would normally consist of a discussion with team-members, where we discuss projects we're working on discuss any issues that might have arisen. Then I would probably have meeting with clients (in my case India team and head of regulatory affairs). I might also need to communicate with other clients like API manufacturer and clinical research organization."

"Every day is different. Working on numerous projects simultaneously."

"In regulatory we do not have same fixed tasks for everyday. Every single day is a new challenge for me at work. I work on different products in a day and every product has its own issues and targets. Every morning I make a list of my priorities and start working. Very often the new tasks get added later in the day and takes over the priority. But based on the type of issues and the deadline of submission I work towards getting more licences."



“Each day is different. Learning new things every day.”

“Busy, always encountering and addressing new avenues.”

What is your favourite part about work?

“A regulatory affair is the field where you get to learn every day. Different countries have their own rules and regulation. Dealing with different people, communicating with them is a part of a job and I enjoy doing this.”

“Learning something new everyday.”

“The best part about my work is that I get to work with different people in different departments which gives me an opportunity to learn different things and understand their way of working.”

What was the most useful advice you received in your role?

“Never give up. Always be positive.”

“To be confident in my role and celebrate successes.”

“A very good advice someone gave me was ‘No question is a stupid question when you are learning’ so do not be afraid of asking anything you don’t understand. I received this when I was being trained and now I give this advice when I am training others.”

“Keep doing good work.”

“Anything you say you have done should be done to the best you can do.”

Outside of the office, how do you spend your free time?

“I spend my free time with my family.”

“With friends and family over the phone.”

PHOTO GALLERY

Our new B&S Group Exhibition stands:

