

RELX Product Donation Policy

When some products no longer have commercial viability, they remain in great demand by qualified and deserving local or international recipients.

When and where appropriate, RELX encourages colleagues across the business to seek eligible organisations at home and abroad, including in the developing world, for surplus or non-saleable products. Destroying or remaindering physical product is costly and increases waste.

The Policy also encompasses donations of services, tools and digital products to eligible organisations (e.g., free, discounted).

Donations of products and services must be approved

Because donations of products and services may have tax and market implications, approval by relevant managers is required. No product donations must ever compromise the commercial interests of the company or, to the extent possible, create any adverse liabilities.

Business units, with relevant management approval and control, may also decide to make donations of new or commercially viable material for educational or humanitarian purposes.

All donated physical products should be clearly stamped or labelled, 'Donated by [RELX or business unit name]: Not for Resale.'

A basic memorandum of understanding between the business unit and the recipient organisation is required for free and discounted access to products or services. It should include but is not limited to:

- the key contacts
- the terms of access (scope, duration)
- the project or contribution start and end dates, objective, deliverables
- each party's commitments and responsibilities
- an evaluation of any project costs
- reference all services to be provided (e.g., hosting and maintenance of technology solutions)
- a section on data privacy and security, compliant with applicable laws such as the EU General Data Protection Regulation (GDPR)

Donations of products and services must be recorded

Donations of products and services form a significant part of RELX's wider contribution to society. All donations must be recorded for inclusion in RELX's annual reporting (the RELX Annual Report and RELX Corporate Responsibility Report). Once the donation is approved, please provide details to the RELX Community Manager so it can be incorporated – both the cost to the company and the market value in line with [LBG community reporting methodology](#).

Please contact RECaress@relx.com with any questions relating to product donations.