

**Registered number: 02590512**

**Secure Office Shredding Limited**

**Director's report and financial statements**

**for the year ended 31 December 2008**

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## **Secure Office Shredding Limited**

### **Company information**

|                          |   |
|--------------------------|---|
| <b>Director</b>          | C Chapron   |
| <b>Company secretary</b> | J Knight  |
| <b>Company number</b>    | 02590512  |
| <b>Registered office</b> | SITA House<br>Grenfell Road<br>Maidenhead<br>Berkshire<br>SL6 1ES |

# **Secure Office Shredding Limited**

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**Secure Office Shredding Limited**

**Director's report  
for the year ended 31 December 2008**

The director presents his report and the financial statements for the year ended 31 December 2008.

**Principal activities and review of business**

The company did not trade during the current or prior year.

**Director**

The director who served during the year was:

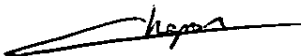
C Chapron

No director who held office on 31 December 2008 had an interest in the company's shares either during the financial year or at 31 December 2008.

This report was approved by the board on

**13 OCT 2009**

and signed on its behalf.



**C Chapron**  
Director

**Secure Office Shredding Limited**

**Balance sheet  
as at 31 December 2008**

|   | Note | £000  | 2008<br>£000 | 2007<br>£000 |
|---|------|-------|--------------|--------------|
| <b>Current assets</b>                                 |      |       |              |              |
| Debtors   | 3    | 82    | 82           |              |
| <b>Creditors: amounts falling due within one year</b> | 4    | (109) | (109)        |              |
| <b>Net current liabilities</b>                        |      |       | (27)         | (27)         |
| <b>Total assets less current liabilities</b>          |      |       | (27)         | (27)         |
| <b>Capital and Reserves</b>                           |      |       |              |              |
| Called up share capital                               | 5    |       | 101          | 101          |
| Profit and loss account                               |      |       | (128)        | (128)        |
| <b>Shareholders' deficit</b>                          |      |       | (27)         | (27)         |

The notes on pages 3 to 4 form part of these financial statements.

For the year ended 31 December 2008 the company was entitled to exemption from audit under section 249AA(1) of the Companies Act 1985.

Members have not required the company to obtain an audit in accordance with section 249B(2) of the Companies Act 1985.

The director acknowledges his responsibility for:

- (i) ensuring the company keeps accounting records which comply with section 221 of the Companies Act 1985 and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year, in accordance with the requirements of section 226 of the Act and which otherwise comply with the requirements of the Companies Act 1985 relating to accounts, so far as applicable to the company.

The financial statements were approved and authorised for issue by the board and were signed on its behalf on

**13 OCT 2009**



**C Chapron**  
Director

The notes on pages 3 to 4 form part of these financial statements.

## Secure Office Shredding Limited

### Notes to the financial statements for the year ended 31 December 2008

#### 1. Accounting policies

##### 1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards.

#### 2. Profit and loss account

The company has not traded during the year or the preceding financial year. During these periods, the company received no income and incurred no expenditure and therefore made neither profit or loss.

#### 3. Debtors

|                                    | 2008<br>£000 | 2007<br>£000 |
|------------------------------------|--------------|--------------|
| Amounts owed by group undertakings | 82           | 82           |

#### 4. Creditors: Amounts falling due within one year

|                                    | 2008<br>£000 | 2007<br>£000 |
|------------------------------------|--------------|--------------|
| Amounts owed to group undertakings | 109          | 109          |

#### 5. Share capital

|   | 2008<br>£000 | 2007<br>£000 |
|---|--------------|--------------|
| <b>Authorised, allotted, called up and fully paid</b> |              |              |
| 1,000 ordinary shares of £1 each                      | 1            | 1            |
| 100,000 preference shares of £1 each                  | 100          | 100          |
|   | <u>101</u>   | <u>101</u>   |

The holders of the redeemable preference shares are not entitled to interest and possess no voting rights. On a winding up they shall be entitled to repayment at par, ahead of the ordinary shareholders.

#### 6. Related party transactions

Under the provisions of Financial Reporting Standard 8, the company is not required to disclose details of related party transactions with group entities as it is a wholly owned subsidiary, and the consolidated financial statements in which the company results are included are available to the public.

## **Secure Office Shredding Limited**

### **Notes to the financial statements for the year ended 31 December 2008**

#### **7. Ultimate parent undertaking and controlling party**

At the year end the ultimate parent undertaking was GDF Suez SA, a company incorporated in France.

The largest group of which Secure Office Shredding Limited is a member and for which group financial statements are drawn up is that headed by GDF Suez SA, whose consolidated financial statements are available from 16 Rue de la Ville L'Eveque, Paris, France. The smallest such group is that headed by SITA Holdings UK Limited, a company registered in England & Wales. The consolidated financial statements of the SITA Holdings UK Limited Group may be obtained from SITA House, Grenfell Road, Maidenhead, Berkshire, SL6 1ES.

In the opinion of the directors, SITA Holdings UK Limited controls the company as a result of controlling 100% of the issued share capital of Secure Office Shredding Limited. At the year end GDF Suez SA was the ultimate controlling party, being the ultimate controlling party of SITA Holdings UK Limited.

On 22 July 2008 the company's previous ultimate parent undertaking, Suez SA, merged with Gaz de France. Prior to the merger, Suez transferred its shareholding in SITA Holdings UK Limited's parent undertaking, Suez Environment UK Limited, held by its subsidiary Suez Environnement, to a new entity, Suez Environnement Company ("the Company") and distributed 65% of the Company's capital to Suez shareholders. After this distribution the merged GDF SUEZ held a 35.41% interest in the Company. On 22 July 2008 Suez Environnement Company shares were listed for trading on the Euronext Paris and Euronext Brussels stock exchanges.