

ENVIRONMENTAL POLICY

V1 OCTOBER 2021

WASTE MANAGEMENT:

- **RECYCLING** – whenever practicable materials will be recycled throughout the company activity. We have a bailing machine in our warehouse that compacts all plastics and cardboard waste. This is then collected and responsibly recycled.
- **NOISE/DUST LIGHT** – will be suppressed, where safe and practical, to ensure that no nuisance is caused to neighbouring establishments or the general public.
- **CONSERVATION OF ENERGY** – The site managers shall, where appropriate, introduce and monitor efficient and economic use of energy in the form of heating and lighting. We have sensor lights in the office and a new energy efficient boiler that is maintained annually.
- **TRAINING** – All relevant company employees shall be made aware of the objectives of this policy and the contribution expected from them. Employees with high risk tasks shall be trained in the environmental aspects associated with those tasks.

TRANSPORTATION:

- we will reduce the need to travel, restricting to necessity trips only
- we will promote the use of travel alternatives such as e-mail or video/phone conferencing
- we will make additional efforts to accommodate the needs of those using public transport or bicycles
- where feasible, we will favour 'green' vehicles and maintain them rigorously to ensure ongoing efficiency
- we will renew our delivery vehicles and company cars every three years at the very most
- where practical, we encourage car sharing for commuting to and from work.

MAINTENANCE AND CLEANING:

- Cleaning materials used will be as environmentally friendly as possible.
- Materials used in office refurbishment will be as environmentally friendly as possible.
- We will only use licensed and appropriate organisations to dispose of waste.
- Delivery vehicles will use a restricted volume of water for cleaning

MONITORING AND IMPROVEMENT:

- we will comply with and exceed all relevant regulatory requirements.
- we will continually improve and monitor environmental performance.
- we will continually improve and reduce environmental impacts.
- we will incorporate environmental factors into business decisions.
- we will increase employee awareness through training.
- we will review this policy and any related business issues at our monthly management meetings.

CULTURE:

- we will involve staff in the implementation of this policy, for greater commitment and improved performance.
- we will update this policy at least once annually in consultation with staff and other stakeholders where necessary.
- we will provide staff with relevant environmental training.
- we will work with suppliers, contractors and sub-contractors to improve their environmental performance.
- we will use local labour and materials where available to reduce CO2 and help the community.