

ENVIRONMENTAL POLICY STATEMENT

We recognise that our business practices may impact upon the environment and understand that our responsibilities to the environment go further than simply legal and regulatory requirements. With this in mind, we are committed to excellence in our environmental practices, with the use of sustainable resources wherever possible.

The Directors are responsible for ensuring that this Environments Policy is implemented, however all employees have a responsibility in their area to ensure that the aims of this policy are met.

Policy Aims

We endeavour to comply with all relevant regulatory requirements, continually improve and monitor environmental performance, continually improve and reduce environmental impacts and increase employee awareness.

PAPER

We will minimise the use of paper in the office and reduce and recycle all paper when possible.

ENERGY AND WATER

We will seek to switch off lights and electrical equipment when not in use and take energy consumption and efficiency of products into account when make purchases of new equipment.

OFFICE SUPPLIES

We will favour more environmentally friendly and efficient products wherever possible We will also reuse and recycle everything we are able to.

TRANSPORTATION

We will actively promote the use of travel alternatives such as email or video/phone conferencing.

MAINTENANCE AND CLEANING

We only use licensed and appropriate organisations for the disposal of our waste.

PEFC

We have prepared, and fully implemented, a system in order to ensure we comply with the Programme for the Endorsement of Forest Certification (henceforth referred to as PEFC) requirements with regards to the Chain of Custody. We will ensure that all PEFC material purchased is fully traceable throughout its supply chain and within our internal processes. We agree not to be directly involved in illegal logging or the trade in illegal wood or forest products.

MONITORING AND IMPROVEMENT

We will comply with all relevant regulatory requirements and will monitor (and improve where necessary) our environment performance and impact. We will review this policy and any related business issues at monthly management meetings.

CULTURE

We will update this policy at least once annually in consultation with our employees and other stakeholders where necessary. We will aim to involve employees in the implementation of this policy and will use local labour and materials wherever possible to reduce CO2 and help the local community.

SIGNED

Sean Haren