

We are committed to providing a quality service in a manner that ensures a safe and healthy workplace for our employees, and minimises our impact on the environment. We operate in compliance with all relevant environmental legislation and we strive to use best sustainability practice in all we do.

**Our objective is to reduce our impact on the environment
through a commitment to continual improvement.**

We achieve this through:

1. Ensuring that we have a robust and continually reviewed policy document that is understood by all staff, and sub contractors, and implemented as an integral part of our culture and operations.
2. Reviewing our operations to ensure that we fully implement this policy and continually seek opportunities for improvement as new products, technologies and practices allow.
3. Working with our clients in a responsible manner to ensure that environmental impact is fully taken into consideration at every stage of each project, and where appropriate suggest and devise solutions with least impact and greatest sustainability.
4. Working with and choosing suppliers who through product, locality, and practice assist us in achieving our environmental objectives.

In practice, this means we:

- ✓ Minimise and continually reduce the use of energy in every aspect of our operations.
- ✓ Minimise and continually reduce the use of all resources, including water.
- ✓ Minimise and continually reduce impact of travel by choosing use of public transport wherever practicable.
- ✓ Keep external client and other meetings to a minimum, planning them as efficiently as possible utilising electronic means of communication and contact where practicable.
- ✓ Avoid the use of print and paper by using electronic communications and storage, and using smart formatting to minimise necessary print.
- ✓ Ensure that paper products and all other consumables and products used come from recycled materials or suitably certified sources, and are capable of recycling or are biodegradable.
- ✓ Consider carefully the environmental consequences before deciding to replace plant and equipment, especially whether the equipment could be upgraded or refurbished or can be passed onto others instead of being disposed of.
- ✓ Work with reputable suppliers of hardware and other electronic equipment who work under appropriate WEEE regulations for handling and disposal of redundant equipment.

- ✓ Where any equipment or materials (electrical or other) is not the direct responsibility of a supplier, to ensure that all disposal meets appropriate regulations, including recycling wherever possible.
- ✓ Source and use environmentally friendly supplies materials and other consumables in every area of our business and operations.
- ✓ Where building space is leased, rented, or shared, to actively promote the aims of this policy to landlords and other businesses where they have an impact on the total environmental footprint of our activity.

We measure our success through:

- ⇒ **Carrying out a quarterly review of our operations to ensure that they are fully compliant with our environmental objectives.**
- ⇒ **Taking immediate remedial action wherever our performance can be improved.**
- ⇒ **Showing improvement and a reduction in our impact at each successive review.**

We are fully committed to following best practice and latest developments in environmental impact reduction, including all legislation and best advice from netregs.co.uk and other sources.

James O'Rourke

1st April 2012

Principle
Pro-found Development