

1.12 SUSTAINABILITY POLICY STATEMENT

Collinson Contracts Limited is committed to promoting sustainability and minimising the environmental impact of the Company's activities. Our aim is to exercise proper control over our activities in order to promote the use of sustainability resources and discourage wasteful or damaging practices. Where we have influence, we will strive to protect the earth's resources for future generations.

Our Principles & Commitment

- To comply with environmental legislation, regulations and codes of practice.
- To integrate sustainable and environmental considerations into all our business decisions at every level of the company.
- To promote awareness and understanding of environmental issues among all staff, suppliers, contractors, customers, and within the local community.
- To ensure our activities in the office, on site and transportation are sustainable.
- To review and strive to continuously improve our sustainability performance.

The company will maintain an Environmental Management System (EMS) by following these steps:

1. Monitor and assess the impact of current activities on the local environment and examine any significant impacts on the general environment.
2. Undertake measures to prevent or eliminate pollution. Where this is not feasible, undertake measures, taking account of the possible clean technologies, to reduce pollution and waste to the minimum and conserve resources.
3. Establish monitoring procedures, including documented measurement and testing to check compliance with the company's environmental policy.
4. Establish and implement procedures and actions in the case of non-compliance with the company's environmental policy.
5. Provide customers with adequate advice about environmental aspects of handling, using and disposing of the company's products.
6. The company will audit its sub-contractors to ensure that they apply the same environmental standards as the company.

In order to put these principles in practice we will:

Waste

- Promote the principle of "reduce, reuse and recycle".

- Reduce waste of natural resources on premises (e.g. water).
- Separate and recycle waste materials to reduce the amount that goes to landfill sites including recycling plastic packaging, cardboard, broken pallets, used toner and inkjet cartridges.
- Reduce pollution by properly disposing of any waste materials.
- As far as possible arrange for the reuse or recycling of office waste, including paper and redundant equipment.
- Reuse paper and envelopes in the office, for example by printing on the back of used paper for internal or draft documents, reusing envelopes for internal use.

Energy

- Manage and conserve energy and water efficiently (i.e. by encouraging staff to turn off electrical goods, heating and lighting when not in use).
- Investigate energy saving devices and adopt them where they are economically viable.

Transport

- Manage the regular routes taken by our van drivers to ensure efficiency.
- Promote the use of appropriate sized vehicles when arranging transport of goods to optimise the vehicle's capacity.

New Developments

- Consider the environmental impact and sustainability of any new procedures or new developments

Travel and Meetings

- Share transport when two employees are travelling together to site.
- When recruiting new staff, try to attract local people whose journey to work would have less impact on the environment.
- Encourage staff to travel to work in the most environmentally efficient way.

Purchasing

- Aim to purchase environmentally friendly equipment and bio-based products.
- Influence suppliers and sub-contractors to support our sustainability policy when ordering services.

Packaging

- Buy cardboard packaging made from recycled materials or from well-managed, sustainable sources.
- Re-use boxes wherever practical

Communication

- Promote our principles concerning the environment and sustainability to our staff, customers and suppliers.

Pollution

- Limit the possibility of environmental accidents and draw up a contingency plan.
- Evaluate, control and reduce the noise within and outside the site where practicable.