

ENVIRONMENTAL POLICY

It is the policy of the Organisation to plan, conduct and monitor its operations using the best practicable means to protect the environment from impairment. The concepts of **Best Practicable Environmental Option (BPEO)** and duty of care will be implemented to establish high standards of environmental protection in all the Organisation's activities.

An Environmental Manager has been nominated to ensure the Organisation's policy is implemented, monitored and modified in accordance with existing and future legislation.

The Board of Directors reviews the environmental performance and progress of the Organisation on a quarterly basis, supported by the reporting from the Environmental Manager.

Operational Policy

Assess in advance the environmental impact of any significant new development;

- Operate and maintain vehicles in a responsible manner providing the maximum practicable environmental protection; operate a green travel plan;
- Respect any wildlife on the premises and where practical take steps to enhance the sites biodiversity;
- Where possible, recycle waste and/or ensure its safe and proper disposal in accordance with the relevant regulations and recommendations;
- Where applicable purchase materials from renewable sources.

Communication Policy

- Make available to employees, customers, the public and statutory authorities relevant information about the Organisation's activities that affect health, safety, welfare and the environment.

Implementation Policy

- Make all employees aware of our environmental policy, provide suitable training to improve environmental awareness and allocate clear responsibilities;
- Operate and update systems and procedures, as applicable, for our operations and their monitoring to ensure compliance with the policy;
- Produce an ongoing programme of specific environmental objectives and monitor the Organisation's progress.
- Continue to review the prevention of pollution and monitoring and reducing any adverse impact of the Organisations operations on the environment and local community.
- Complying with applicable environmental legislation and standards and other requirements associated with the industry sectors in which we operate.

Organisation Environmental Strategy

The Organisation will as far as is reasonably practicable:-


- Monitor raw materials and energy usage, wastes and emissions etc.;
- Seek opportunities to turn waste into profitable by-products or to recycle and explore the possibility of more effective and economic methods for waste disposal;
- Encourage employees to provide suggestions for improvement;
- Use a registered waste disposal Organisation to dispose of waste to appropriate disposal sites;
- When using contractors, make sure that they conform to the Organisation's standards;
- Monitor performance and set yearly targets at both Organisation and departmental levels. Ensure that there are regular reviews.
- Report and communicate Environmental Performance within the annual review to stakeholders;

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Environmental Action Programme

The Organisation's environmental action programme determines the specific objectives for environmental control, providing guidelines for Organisation personnel who have the responsibility for ensuring that the objectives are met.

- **Management involvement** - Managers at all levels throughout the Organisation will take individual responsibility to ensure that environmental issues are considered carefully when making decisions or when planning and controlling work.
- **Commitment and Improvement:** To continuously improve our contribution to climate protection and adaptation to climate change. Senior Management are committed to ensure that we continue to make improvements towards our environmental standards throughout the Organisation
- **Workplace involvement** - All employees will be made aware of their individual responsibilities for acting in accordance with the environmental policy.
- **Waste reduction and recycling** - Careful consideration will be given to the elimination or minimisation of waste at source and the recycling or reuse of materials.
- **Waste Disposal** - Disposal and transport of wastes off site will be carried out in a responsible manner with due regard to all environmental considerations. Discharge of any trade effluent to sewer will be as required by legislation, through consents and controls. The Organisation will endeavor to minimise spillage's and maintain good housekeeping as part of our system of compliance.
- **Effects on the community** - Noise, odour, atmospheric emissions, traffic and other aspects of the Organisation's activities which can affect the local community will be controlled to the lowest practicable level. The Organisation will seek to be a good neighbour and improve the aesthetic appearance of the site, where practicable.
- **Complaints** - The Organisation will continue to develop the existing system for handling complaints from individuals or from local organisations and make every effort to provide an efficient and friendly channel of communication.

Signed 
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Malcolm Culverwell
Environmental Manager

Date 28/9/2010
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Signed 
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Paul Hudson
Managing Director

Date: 28/9/2010
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