

## Environmental Policy

### 1. Mission Statement

- a. We are committed to the protection of the environment and continually improving our environmental performance as an integral part of our business strategy and operating methods, with regular review points. We recognise that we have a responsibility to the environment beyond legal and regulatory requirements. To help achieve this we have developed a management system that complies with ISO 14001:2015

### 2. Responsibility

- a. Klaus Kolleth – Managing Director is responsible for ensuring that the environmental policy is implemented. However, all employees have a responsibility to ensure that the aims and objectives of the policy are met.

### 3. Policy Aims

We are committed to;

- a. Maintaining compliance obligations, including the EU Timber Regulation 2013.
- b. Monitor and reduce environmental impacts, including the prevention of pollution.
- c. Integrate environmental concerns into all business decisions, and set targets to continually improve environmental performance.
- d. Communicate our environmental commitment to internal and external parties with the aim to improve environmental awareness and understanding.
- e. Commitment to the Continuous Improvement (CI) of the EMS to enhance environmental performance.
- f. Meet the “waste hierarchy” of *Reduce, Re-use, Re-cycle, Dispose* in all areas of our business operations.

### 4. Stationery and Supplies

- a. We encourage the responsible use of paper products by our customers, suppliers and employees.
- b. We assist all employees in minimizing their impact on the environment by implementing procedures that minimize waste, and enhance recycling in everyday operations.
- c. We will evaluate the environmental impact of new products we intend to purchase, demonstrating a preference towards environmentally friendly and efficient products wherever possible.

## **5. Energy Use**

- a. We will ensure the responsible use of energy, including conserving energy, improving energy efficiency and giving preference to renewable over non-renewable energy when feasible.

## **6. Transportation**

- a. We will review transport planning and scheduling procedures at least yearly, with the aim to reduce emissions and consumption of fuel.
- b. We will make certain that vehicle weights remain within legal restrictions, limiting damage to roads and the environment.
- c. We will complete daily vehicle checks and insist that all vehicles are routinely serviced.
- d. We will use alternative means of communication such as email or video/phone conferencing where practicable.
- e. We will use local labour and materials where available to reduce CO2 and help the community

## **7. Maintenance and cleaning**

- a. Any cleaning materials that we use will be as environmentally friendly as possible and COSHH assessments will be conducted on all chemicals to determine the potential effects on the environment and the suitable disposal requirements.
- b. We will only use licensed and appropriate organisations to dispose of waste.
- c. We will aim to extend the life of equipment through preventative maintenance scheduling.
- d. We will develop and improve operations and technologies to minimize waste and other pollution.

## **8. Monitoring and Improvement**

- a. We will establish monitoring procedures that enable identification of potential improvements to our environmental performance, with the aim to reduce environmental impacts and ensuring compliance with all laws and regulations.
- b. Maintain our current due diligence system to reduce the likelihood of illegally harvested timber on the EU market.
- c. We will incorporate environmental factors into business decisions.
- d. We will review this policy and any related business issues at management meetings.
- e. We will encourage employees to promptly report all noncompliance issues in accordance with applicable legislation and consequently evaluate causes of noncompliance, and implement corrective actions.

## 9. Culture

- a. We will involve employees in the implementation of this policy, for greater commitment and improved performance.
- b. We will establish procedures to ensure that all employees are knowledgeable of, understand and comply with all applicable environmental regulations and obligations.
- c. We will work with suppliers, contractors and sub-contractors to improve their environmental performance.