



## ENVIRONMENTAL POLICY

To minimise negative impact on the environment where possible;

**Minimising waste:** evaluating operations and ensuring they are as efficient as possible.

**Recycling:** reducing waste wherever possible

**Energy:** minimising consumption by encouraging a 'turn it off' mind set.

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### Environmental Policy

“This company will seek to promote the conservation and sustainable use of natural resource and to minimise environmental pollution in all its own activities, and through its influence over others. This company will review all its policies, programmes and services, and undertakes to act wherever necessary to meet the standards set out in this policy.”

### Introduction

We are committed to reflecting, in our business activities, the Management’s concern for the local environment and conservation of resources. We are aware that our activities can have both a positive and negative impact on the environment and shall endeavour to continually improve our environmental performance. We aim to comply with all relevant legislation, and in particular:

- Environmental Protection Act 1990
- Pollution Prevention and Control Act 1999
- Pollution Prevention and Control Regulations 1999
- Hazardous Waste Regulations 2012

To ensure that the prevention of pollution is an integral part of our working practices.

This establishes Globaltech Solutions' policy for working with the environment. It places specific responsibility on Senior Personnel but is relevant to all staff.

The policy is designed to meet legal requirements and Best Available Techniques in line with the concept of Integrated Pollution Prevention and Control, and the significant areas of environmental concern to the Company are:

- Air Pollution
- Water Pollution
- Waste
- Noise
- Energy Conservation

Globaltech Solutions is committed to compliance with UK and EC legislation and with Government initiatives relating to the working environment and will implement these commitments by the most effective means with proper regard to value for money.

Globaltech Solutions' management will give full co-operation to the statutory bodies engaged in regulation of the working environment and will regularly inform themselves through established sources of any issues which may directly impact upon the business.

Globaltech Solutions will inform suppliers of the Company's policy on the working environment, and advise and monitor the way in which compliance with that policy can be achieved.

### **Responsibilities:**

The Managing Director, will provide advice on working environment issues and maintain an up to date register of relevant legislation which will be made available to staff.

The Managing Director has overall responsibility for the Working Environment Policy within the Company and delivery of the policy, together with monitoring results, and advising on future

developments of the policy.

Globaltech Solutions recognises that a properly trained and knowledgeable workforce is an essential element in securing sustained long term improvements in the working environment and is committed to providing appropriate and adequate training covering these issues to all staff related to need.

Globaltech Solutions' will monitor discharges and emissions to air, water and land, assess what action is required to reduce the risk of pollution and prepare appropriate action plans; and...

- Ensure that materials and waste are carefully stored to prevent contamination of air, soil, surface and ground waters.
- Evaluate the potential to re-use or recycle our waste materials and reduce our consumption of raw materials.
- Monitor the environmental impact of the products we buy ( e.g. paper) and avoid where possible the use of non-sustainable resources and seek cost effective alternatives.

### **Waste and Hazardous Material**

If appropriate, we will ensure that all waste that cannot be reused is transferred by a registered carrier to a licensed waste disposal site to comply with the

- Environmental Protection Act 1990
- Control of Pollution (Amendment) Act 1989
- Waste Management Licensing Regulations 1994
- Hazardous Waste Regulations 2012

In compliance with our duty of care we will:

- Prevent anyone dealing with our waste illegally
- Prevent escape of any waste
- Ensure waste is only transferred to an authorised person
- Ensure that an accurate description of waste is provided when the waste is transferred.

The company will endeavour to work closely with clients regarding materials used and that they are compatible to conservation and environmental issues, and meet COSHH and CHIP requirements.

## Office Waste

Office waste will be segregated to the following:

- Waste paper separated and disposed of in specific recycling bins
- Cardboard separated and disposed of in specific recycling bins
- Aluminium Cans separated and disposed of in specific recycling bins
- Glass separated and disposed of in specific recycling bins.
- Non-recyclable waste will be disposed of to a licensed waste disposal site.
- Used Photocopier and fax toner cartridges will be separated and disposed of to an approved charity for recycling.

## Energy Conservation

The use of electricity will be monitored and every effort made to reduce energy consumption, by ensuring through staff information that lights are turned off from any vacant offices, and PCs, monitors and other peripheral equipment is switched off at the end of each working day.

Globaltech Solutions' will attempt to reduce exhaust emissions by competent planning to reduce to a minimum business mileage for all forms of company transport.

Globaltech Solution will, where possible, take account of improvements in technology which reduce energy consumption or emissions, having regard to best value for money.

