

WASTE MINIMISATION AND SUSTAINABILITY POLICY STATEMENT

- Recycling implemented, with all reusable plastics, metals, glass and paper, batteries and cardboard being stored in designated areas and disposed of at recycling centres as appropriate or collected for recycling by a licensed waste contractor.
- Where possible all business reports are digitised and saved electronically to reduce use of paper. Sensitive documents are shredded and then also recycled.
- The company will replace standard lighting with energy efficient light bulbs where feasible and utilise the option of power saving modes present on all low energy consumption computers in the offices. With the exception of the dedicated server all computers and lighting in the offices are turned off at night.
- Heating systems are serviced regularly, thermostatically controlled and switched off when not required.
- Lighting is switched off when not required.
- The company vehicles are maintained at the intervals specified by the manufacturer to the specifications recommended by the manufacturer. Regular servicing ensures that the emissions from the vehicles are kept at the correct levels and also increases vehicle life.
- Vehicles are replaced regularly, which ensures the fleet is maintained at the latest emissions standards.
- Journeys are planned to minimise emissions and the use of fuel.
- Packaging materials are reused to minimise the use of new packaging.
- We as a company procure materials from sustainable sources as much as we possibly can.
- We have stringent guidelines involving our site works and field operations.
- All site work is undertaken in accordance with environmental legislation to ensure that our works and processes do not increase risk of contamination on-site.
- We are also careful to ensure that the materials used on site are appropriate to the job and will not present a contamination risk on site.

Signed: *Ed Atherton*
Partner (LLP Member)

Date: 01/04/2019