

Waste Management & Recycling Policy

General Statement

It is our company policy to ensure that a high level of commitment to good environmental practices throughout our business activities. It is our intention to develop this policy by minimising the production of waste, through good purchasing practice of materials used throughout the business and reuse and recycle materials whenever practical to do so. To help ensure we give proper consideration to our environmental and waste management responsibilities and to assist in the minimisation of waste and the recycling of materials wherever practicable, systems and procedures will be implemented to encourage the recycling of material with a view to minimising the overall levels of waste we produce. All staff are expected to abide by the following procedures and co-operate with management in the execution of this policy.

Specific Aims

As part of our commitment to protecting the environment and reducing waste levels, we have adopted the following specific aims:

- Cultivate a work ethic with a high level of awareness of waste management, waste minimisation and the desire to recycle and reuse materials when practical;
- Promote economy in the use of materials generally and in particular paper and the selection of print formats and document styles in our offices;
- Encourage the use of recycled / reclaimed material; materials from sustainable sources and those that are suitable for disposal by recycling;
- Favour suppliers who actively operate according to sound environmental principles;
- Minimise waste by encouraging the exchange and reuse of equipment and materials in all departments and on the construction sites where we work; and
- Develop waste management strategies that include recycling procedures and schemes. Encourage employees in our office and working on sites to promote and establish recycling schemes that our relevant to their individual activities.

Review

Continual review of waste management practices alongside environmental requirements will be made and in any at least annually.

Signed  **Mark Henderson** **Date: 01.02.18** **Position: CEO**

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