



ENVIRONMENTAL POLICY

POLICY STATEMENT

London Office Interiors is committed to minimising the impact of its activities on the environment. The development and implementation of this policy and our Environmental Management System demonstrate our commitment to continual improvement and intentions to minimise our environmental impact.

The key points of our strategy to achieve this are;

- Comply with the law and environmental regulations as a minimum.
- Implement and maintain our company standards to ISO 14001:2015 requirements
- Ensure all employees have an understanding and are trained in their responsibilities in relation to the environmental policy and management system.
- Provide necessary resources, equipment, information, instruction and training to fulfil the requirements of this policy.
- Optimise energy use and reduce the use of raw materials by re-use and recycling. All phases of the project, from early involvement through to handover, as well as supporting processes, will support the purchase of energy efficient products and services in order to improve our energy performance.
- Monitor progress on a regular basis to identify strengths and areas for improvement and highlight actions required.

POLICY IMPLEMENTATION

In order to implement this policy, we will address a set of objectives and targets identified as a result of environmental review, which relate to the environmental impacts of our organisation. We intend to reduce our environmental impacts through improvements by;

- Energy use.
- Minimising waste by evaluating operations and ensuring they are efficient as possible, including disposal of goods.

- Actively promoting recycling both internally and amongst its customers and suppliers, including office paper.
- Controlling the emission of pollutants and by reducing the risk of contamination to soil, water and the atmosphere.
- Seeking to avoid the use of hazardous materials.
- Considering the effects that our operations may have on the local communities.
- Ensuring effective and expedient incident control, investigation and reporting.
- Encouraging and planning our workforce to ensure car sharing and shuttle buses wherever possible, lowering carbon emissions and number of vehicles on roads.
- Regularly updating and maintaining our fleet, with the majority of our vehicles being Euro 6 compliant.
- Utilising technology, reducing unnecessary printing and paper usage.
- Using battery-powered tools instead of using generators where possible.
- Sourcing timber from Grown in Britain and FSC-certified suppliers.
- Utilising e-learning tools to cut down on carbon emissions from employees travelling to training centres.
- Sourcing recycled aggregate wherever possible on our projects.

All personnel understand the requirements of this Environmental Policy and abide with the requirements of the Environmental Management System. This Environmental Policy is regularly reviewed to ensure its continuing suitability.

This statement was approved on 27th January 2020 by London Office Interiors Managing Director Tony Abrook, who will review and update it annually.

Managing Directors signature

Tony ABROOK

DIGITALLY SIGNED BY TONY ABROOK
DATE: 27/01/2020

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