

Business Information Point Environmental Policy

Last Reviewed: 05/06/23

Next Review: 30/05/24

Mission statement

Business Information Point (BIP) seeks excellence in every aspect of its business and recognises that the environment is important to our business, our staff and our customers. We have a responsibility to manage our environmental impacts carefully, including meeting all legal and regulatory requirements and recognised best practice within our business sector. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods, with regular review points. We will encourage customers, suppliers and other stakeholders to do the same.

Policy aims

We endeavour to:

- Comply with and exceed all relevant regulatory requirements.
- Continually improve and monitor environmental performance.
- Incorporate environmental considerations into business decisions.
- Increase employee awareness of this policy and provide training to ensure that we meet its requirements.

Policy priorities (add to, adapt or delete as necessary!)

1. *Carbon footprint*

- We will endeavour to measure and monitor the carbon footprint of our business on an annual basis.
- We will continue to seek ways of radically reducing our carbon footprint.

2. *Energy and Water*

- We will seek to reduce the amount of water & energy used as much as possible, including through encouraging applications for grants and funding to improve the energy efficiency of the building in which we are tenants.
- Lights and electrical equipment will be switched off when not in use.
- Heating will be adjusted with energy consumption in mind.

3. *Purchasing goods & services*

- In making decisions about the purchasing of goods & services, we will routinely and systematically take into account the environmental impact of those materials and their supply chain.
- We will favour more environmentally friendly and efficient products wherever possible.

4. *Transportation*

- We will promote the use of travel alternatives such as video/phone conferencing.
- We will apply a principled approach to our own business travel, including avoiding travel where possible, using public transport, encouraging car sharing and adopting remote working practices.
- We will make additional efforts to accommodate the needs of those using public transport or bicycles.

5. *Waste and recycling*

- We will re-use as much waste material as possible.
- Waste materials which cannot be re-used will be recycled wherever this is feasible.
- We will only use licensed and appropriate organisations to dispose of waste which cannot be re-used.

6. *Compliance*

- We will ensure compliance with and seek to exceed all applicable UK government and EU environmental legislation, Codes of Practice and other regulatory requirements relevant to our business activities.
- We will anticipate and respond to the demands to future environmental legislation.
- We will ensure that all sub-contractors are fully aware of our environmental policy and the environmental responsibilities placed upon them when working for BIP.

Our Environmental Management System

We have developed an Environmental Management System (EMS) to ensure we meet the requirements of this policy. We will review our performance against the EMS on a regular basis.

We will update this policy at least annually in consultation with staff and other stakeholders where necessary.

The Board of Directors is fully committed to the implementation of the Policy, for which I take overall responsibility.

D. Gill

Managing Director

Signed



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Position

..... Managing Director.....

Date

..... 22.08.23.....