



Environmental Policy

QC191

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Review
Authorised

Homecare Plus Ltd recognises that its activities may have an impact upon the environment through its routine and internal operations, its infrastructure and through its influences and effects on the wider community.

The company acknowledges a responsibility for and a commitment to the protection of the environment at all levels. The company pledges to comply with all environmental legislation.

The key points of its strategy to achieve this are listed below:

- Minimise toxic emissions through the selection and use of its fleet and the source of its power requirement.
- Actively promote recycling both internally and amongst its customers and suppliers.
- Source and promote a product range to minimise the environmental impact of both production and distribution.
- Meet or exceed all the environmental legislation that relates to the Company.
- Promote environmental management policies and practices at every level and in every department of the company;
- Increase awareness of environmental responsibilities among staff;
- Minimise waste and pollution and develop and operate environmentally sound waste management procedures;
- Continue to reduce the consumption of fossil fuels and to incorporate long term strategies for energy efficiency into planning and development;
- Continue to encourage and facilitate modes of transport by staff which minimise environmental impact, and to apply environmentally friendly principles to the operation of company owned vehicles;
- Reduce water consumption;
- Promote a purchasing policy which will give preference, as far as practicable, to those products and services which cause the least harm to the environment;
- Avoid wherever practical the use of environmentally damaging substances, materials and processes;
- Maintain the grounds and buildings of the company in an environmentally sensitive way, having regard to protection of local natural habitats and preservation of biological diversity;

- Consider environmental factors in respect of the growth of the company, seeking as far as is practical to reduce harmful environmental impacts and to integrate new developments into the local environment;
- Work with other local, national and other agencies as appropriate to promote environmental policies.

The aims of the strategy identified in page 1 will be monitored and achieved in the following ways:

- ✓ Fleet vehicles to be selected and purchased with lowest possible emissions. When vehicles are routinely replaced low or zero emission vehicles to be purchased. Vehicles not due for replacement to be regularly serviced and maintained in order to reduce emissions as much as possible. Vehicles with large engines and high emissions not to be purchased. This will be monitored and measured annually and as and when vehicles are replaced.
- ✓ Purchasing processes and partner companies involved in the supply chain to be routinely assessed and items such as ink, paper, and consumables all to be purchased where possible on a recycling scheme. Old ink cartridges are to be returned to supplier to be re filled and new ones not purchased. The company does not distribute items so no distribution needs are identifiable.
- ✓ Environmental legislation to be discussed and acted upon during quarterly meeting with partners and stakeholders. Any legislation that is pending within the 6 months following the meeting to be looked at and any requirements to demonstrate compliance to be mapped out to ensure full understanding by all involved in the administration of the policy.
- ✓ Quarterly review of the aspects and impacts register to ensure that all new business activities are captured in a timely manner and the potential impact on the environment is recognised and recorded.
- ✓ All visual display equipment to be timed out thereby putting it into sleep mode if in active for a pre designated period of time. This is to be monitored routinely and any equipment that is replaced when out of service to be fitted with such capabilities. Unserviceable items of electronic equipment to be recycled by approved IT provider and not discarded as general waste.
- ✓ Any lighting systems within the building not already on automatic timers to be converted. Aim is to have the building 98% automatic with regards to the lighting with switched only available in the areas that require it for regulatory and legal purposes.
- ✓ Local recycling of paper, cardboard, plastic and glass to continue and separate refuse points to continue to be used for the above.
- ✓ Risk Assessments to be carried out prior to installations being carried out. R/A to identify if any of the products or installation methods are potentially damaging to the environment and if so how the damage can be mitigated or minimised in the most practicable way as possible.

General

The company regards environmental protection and preservation as having the up most importance. This policy will be communicated to all staff through site files and updates on newsletters. It will be made available to the general public and stakeholders via social media and the company web site. Employees will be incentivised and rewarded for suggesting and demonstrating good environmental practices.

This policy is to be reviewed on an annual basis as a minimum.

Signed:

Name:

Title:

Date: