

## ENVIRONMENTAL POLICY

Spring Solutions recognises that it has a responsibility to the environment beyond legal and regulatory requirements. 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.

It is the established Policy of Spring Solutions to safeguard the environment and to ensure the processes and controls used have no impact or minimum impact on environmental aspects. This policy underwrites Spring Solutions determination to maintain the integrity of the environment at both local and global levels through;

- Commitment to continual improvement
- Prevention of pollution
- Providing a framework for setting and reviewing objectives and targets
- Commitment to complying with current legislation
- Commitment to our own internal standards and objectives

The company ensures that this Environmental Policy is available to employees and public as a demonstration of Spring Solutions commitment to the safeguard of the environment.

As part of this Environmental Management System Policy, the Environmental Representative has the responsibility and authority to develop, co-ordinate and monitor the implementation and effectiveness of the Company Environmental Management Policy. However, all employees have responsibility in their area to ensure that the aims and objectives of this policy are met.

The above Environmental Management System Policy is endorsed by the following Company Management Personnel;

Managing Director  
Jonathan Ward

Date  
08/01/2019

Environmental Representative  
Ian Duncan

Date  
08/01/2019

## **Environmental Objectives**

The environmental objectives set by Spring Solutions are:

- a) To comply with environmental legislation as identified in the Environmental Legislation List.
- b) To ensure there are no environmental incidents.
- c) To recycle paper, cardboard and ink cartridges where possible.
- d) To reduce wastage on site wherever possible including reducing utility usage.
- e) In conjunction with a licensed 3<sup>rd</sup> party contractor, ensuring hazardous waste is managed.
- f) Dangerous Goods will also be managed and controlled in conjunction with a relevant 3<sup>rd</sup> party.

## **Management System Planning**

Our Environmental Policy, Quality Manual and Procedures Manual are considered our methodology for Management System Planning.

Where the specific need arises for a separate "stand-alone plan" to be established to meet contractual requirements or for any other reason, and then such a plan shall be incorporated into our integrated Policy and / or Procedures Manual.

## **Responsibility, Authority and Communication**

### **Responsibility and Authority**

The organisation structure and responsibilities of people are such as to ensure effective management and workings. An organisation chart and key responsibilities of personnel are documented in our Organisation Manual.

### **Environmental Management Representatives**

As the nominated Management Representative responsible for the Environmental System, the Environmental Representative is responsible for;

- Reporting to top management on the performance of the Environmental System.
- Highlighting any areas where improvements can be, or need to be met.

### **Internal Communication**

Internal Communication is via the Company intranet.