

## THE COMPANY ENVIRONMENTAL POLICY

Penkeths Ltd is committed to protecting the environment and continually improving our environmental performance. We consider the environmental and social impact of everything we do as we go about our daily business to reduce our carbon footprint and adhere to the principle of 'reduce, re-use and recycle'.

The implementation of our Environmental Policy is an integral part of the company objectives and the responsibility resides with the Managing Director. It is understood however that effective environmental management requires the understanding and commitment of all management and staff.

We practice ethical and sustainable purchasing and encourage our suppliers and contractors to minimise their negative impact on the environment by using environmentally friendly processes and products wherever possible.

We aim to reduce our energy consumption and regularly review our delivery routes to reduce carbon emissions and conserve fuel.

We reduce and recycle waste wherever possible by the identification and separation of various types of waste including paper, cardboard, toner and ink cartridges and general waste. A cartridge collection and recycling service is also offered to our customers.

We actively promote the use of environmentally friendly products and processes to our customers so we feel it is essential to lead by example and implement changes internally before promoting them externally.

To ensure that this policy is clearly defined, understood and effectively implemented at all stages of the companies operations, a documented quality system has been developed to comply with the requirements of ISO 14001 to which this manual is correspondingly referenced.

The Manual specifies the organisation and procedures upon which the Company policy is based. The procedures, which apply to all products of the Company, have been authorised by the undersigned and must be adhered to for the relevant activity at all stages of the companies operations.

All the Companies procedures are relevant to the expectations and needs of the Customers, and the Company.

The Company reviews this policy statement and the quality objectives are set at the Management Review Meeting.

The Company is committed to a continuous improvement programme.

Penkeths will communicate this Environmental Policy openly with all of its Customers, Suppliers and Stakeholders. A copy of this statement is also issued to all employees of the Company (A copy is retained by each employee at Induction).

**SIGNED:**



**DATE:** January 2017

**Requirement:** ISO 14001

**4.2 Environmental Policy**

**Company Procedure Reference**

**All**