

1. PURPOSE

The Environmental Policy recognises our environmental responsibilities and that our organisation has an impact on the environment, both through its own actions and through its influence on other people or organisations in provision of our products and services.

2. SCOPE

This Policy and associated procedures apply to all staff and visitors of Reid Print Technologies and controlled entities.

3. RESPONSIBILITY

It is the responsibility of ALL Employee's to adhere to this Policy as outlined and to report any observed breach of this Policy.

4. POLICY

We achieve this by:

- Comply with all relevant environmental legislation, regulations and other requirements which apply.
- Developing, implementing and regulating environmental policy and standards
- Reduce the environmental impacts of our activities where practicable, through the effective management of our energy use, resource use, waste management and emissions.
- Protect the environment and human health by preventing, and where this is not possible, minimising pollution through our own activities and influence others to do the same.
- Educate staff to ensure an appropriate level of environmental understanding is established throughout the organisation.

Local Environment & pollution prevention

Aim - to create and maintain a clean, green and safe environment by:

- Preventing and whenever possible minimising pollution of the air, land and watercourses.
- Minimising the use of chemicals and harmful substances.
- Prevent, and as far as possible minimise nuisance to the local environment such as noise and dust.

Energy

Aim - to minimise energy use and move towards use of more sustainable forms of energy by:

- Investing in energy efficiency within its buildings, equipment and activities.
- Considering and effectively incorporating environmental and sustainability issues at the design stage of new development/construction projects.
- Effectively measuring and monitoring its energy consumption.
- Considering, and where practical implementing, the use of renewable energy sources in its own operations.
- Seeking to minimise the energy use associated with the travel and transport aspects of its operations.

Waste

Aim – to minimise waste production and achieve more sustainable waste management practices achieve:

- Through a sustainable procurement process that considers waste generation and aims to reduce it as far as is practicable.
- By managing its own waste effectively and seeking to reuse & recycle as much waste as practicable.

Resource Use

Aim - to minimise resource use and use of consumable resources with least environmental impact:

- Through its procurement process ensure that the environmental impacts of its purchases of goods and services are minimised - through consideration of appropriate specifications, awarding of contracts and management processes.
- Where practicable purchase goods made from recycled materials or materials with lower environmental impacts.
- Where practicable source goods and services from local manufacturers and suppliers.
- Manage its buildings and operations effectively in order to minimise use of resources such as water, fuel and materials.

Environmental Awareness

Aim – to increase awareness of environmental issues within the organisation and to encourage employees to contribute to the achieving the aims of this environmental policy:

- Provide environmental awareness training to employees.
- Promote environmental issues to employees.

Responsibilities

Managing Director

Responsible for Reid Print Technologies compliance to applicable environmental regulations and commitment.

In particular the Managing Director will:

- Ensure the implementation and overall effectiveness of the Company's environmental programs.
- Determine appropriate levels of resources and responsibility in order for the Company to fulfil its commitment to conduct its operations in compliance with applicable legislation and accepted practices for environmental protection.
- Make provision for adequate and appropriate training to be given to all employees.

Employees

Every employee has a responsibility to protect the environment within their operation work area.

All employees are expected to:

- Comply with applicable environmental legislation and policies, procedures and practices.
- Observe environmental related signs, posters, warning signals and written directions.
- Be familiar with emergency plans, alarms and assembly points for their location or site.
- Learn about potential environmental hazards associated with their work and work area; know what information on those hazards is kept and use this information when needed.
- Report any environmental concerns or incidents to management.

AMENDMENT REGISTER

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