



ENVIROMENTAL POLICY

The main environmental impacts from our activities are a) through project work and b) from the operation of the office, including energy and stationery use.

Our business practices what it preaches and we recognise we have an impact on the environment and we will protect the environment through prevention of pollution, continual environmental improvement and compliance with environmental legislation. We also apply the following principles:

Maximise sustainability of positive actions through:

- Working with and through local people and/or those responsible
- Raising awareness amongst those we work with

Minimise waste, through:

- Reducing the use of consumable materials and finite energy sources
- Re-using paper and containers
- Recycling paper, plastics, glass, cardboard and printer cartridges

Minimise energy use, by:

- Switching off unused appliances;
- Arranging the office to optimise natural light;
- Improving insulation where appropriate;
- Using of low energy light fittings in main office areas

Minimise the impact of business transport, through:

- Renewing vehicles with more energy efficient models;
- Using public transport for longer journeys, where possible;
- Car-sharing;
- Careful arrangement of meetings to minimise distance travelled.

Minimise the impacts of materials used through use of reduced impact alternatives

- e.g. Environmentally benign cleaning products, recycled paper.

Minimise the impact of our interventions through:

- Identifying environmental issues and advising our clients;
- Searching for alternative options of lower impact;
- Provision of appropriate guidance materials.

Regular monitoring and reviews are carried out to ensure that the environmental management system remains effective. All our staff make a commitment to working as sustainably as possible. This policy is communicated to all staff, who are aware of their personal responsibilities in its respect.

Paul R Cragg

Partner

28th October 2011

Next review date October 2012