

## Environmental Policy Statement

Commonfield Services Ltd are committed towards an Environmental Policy that ensures to consistently meet Clients safety, environmental and reliability needs and expectations. We aim to achieve these in a safe, responsible, ethical, sustainable, and environmentally sound way, in accordance with our policies, procedures and the company’s strategic direction. We will actively promote and administer a strong Environmental and Ethical culture amongst our staff and our sub-contractors, and therefore it is our objective to:

| Aspect  | Objectives   | Metrics   | Targets  |
|---|--|---|--|
| <b>Waste Management</b> <ul style="list-style-type: none"> <li>• Disposal</li> <li>• Release to land</li> <li>• Discharge</li> <li>• Use of substances hazardous to health</li> </ul> | As a minimum: <ul style="list-style-type: none"> <li>• Comply with applicable legal requirements and with other requirements which we subscribe and relate to our environmental requirements</li> </ul>                    | <ul style="list-style-type: none"> <li>• Zero non-compliance with legal requirements</li> <li>• Level of compliance with official guidance</li> <li>• Licensing authority feedback</li> <li>• Documented environmental risks</li> </ul> | <ul style="list-style-type: none"> <li>• Maintain legal compliance</li> <li>• Zero environmental incidents</li> <li>• Work to official guidance</li> <li>• Identify any significant environmental risks and control them with best practice</li> </ul> |
| <b>Customer Waste</b> <ul style="list-style-type: none"> <li>• Inert</li> <li>• Hazardous</li> </ul>  | As a minimum: <ul style="list-style-type: none"> <li>• To ensure fully compliant handling of waste and minimising adverse environmental impact</li> </ul>  | <ul style="list-style-type: none"> <li>• Zero non-compliance with legal requirements</li> <li>• Percentage of material going to land-fill, recycling and reuse</li> </ul>   | <ul style="list-style-type: none"> <li>• Maintain legal compliance</li> <li>• Maximise % inert material re-used or recycled</li> </ul>   |
| <b>Use of Raw Materials and Natural Resources</b><br><br><b>and</b><br><br><b>Office Consumables</b>  | As a minimum: <ul style="list-style-type: none"> <li>• Target to reduce per capita paper consumption</li> <li>• Use recycled or FSC/PEFC timber &amp; paper where practicable</li> <li>• Recycle paper and card</li> </ul> | <ul style="list-style-type: none"> <li>• Reduction in paper purchased/number of staff</li> <li>• % paper purchased as recycled/certified</li> <li>• % paper recycled</li> </ul>   | <ul style="list-style-type: none"> <li>• Year on year reduction in per capita paper consumption.</li> <li>• Specify recycled /certified paper when procuring</li> <li>• Recycling of paper within the office</li> </ul>                                |

To assure these objectives are realised, we have established a Management System incorporating the requirements ISO14001:2015. The Management Team are committed to the leadership, implementation, development and continuous improvement of the Management System, policies, work practices, procedures and competencies to meet the developing needs of our clients, regulatory, statutory and other requirements, including the aim to enhance customer satisfaction.

The Management Team will adopt a risk-based strategy to identify, assess and raise awareness of business, environmental and health & safety risks and opportunities; implementing processes and procedures to prevent and mitigate negative risks whilst pursuing positive risk opportunities.

The communication of the Management Team's commitment to the management system is via this policy statement, publication of Company Policy, procedures, work instructions, and day to day communications. All employees are encouraged to participate in the development of the management systems, environmental processes and safe systems of work including any relevant improvement projects.

Company policies, objectives and targets are established and reviewed during 'Management Review', upon establishment of the significant environmental impacts, health and safety and environmental initiatives. Objectives and obligations can also be established via legislation changes, periodically by Management directives and meetings, and for specific project works.

Information, training, equipment and supervision will be provided to employees according to task and business needs, in order to perform their duties competently and safely. All personnel shall work with consideration for their own safety and the environment, and others who may be affected by their acts or omissions. All personnel shall work in agreed ways to prevent pollution and reduce environmental impacts.

It is the responsibility of management and employees to understand and apply this policy, associated procedures, practices and project/product specific documentation in all aspects of their responsibility areas and continue to maintain our high standards and reputation. This policy and associated procedures are monitored by internal and external audit and inspection.

This policy is communicated both internally, through notification boards, and externally to other interested parties, via our website, and is communicated to employees and persons working on our behalf.

This Environmental Policy Statement has been approved and authorised by:

  
Managing Director  
Commonfield Services

Date: 12 / 11 / 18

Review Date: 12 / 11 / 19