

Socially Adept Environmental Policy

Socially Adept endeavours to bring environmental value in all its practices. This policy statement is a short basic introduction to its legal responsibilities. 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, with regular review points. We are working towards understanding our primary and secondary environmental impact.

Responsibility

Esme Wilcox is responsible for ensuring that the environmental policy is implemented. However, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

We take steps both internally and externally to show our commitment to reducing our environmental impact. Below is a summary of our actions:

Internally	Actions (with examples below)
Waste management	<ul style="list-style-type: none"> We will minimise the amount of waste produced in our services and recycle as much waste as possible.
Office supplies	<ul style="list-style-type: none"> We will evaluate the environmental impact of any new products we intend to purchase.
Monitoring and improvement	<ul style="list-style-type: none"> We will continually improve and monitor environmental performance.
Maintenance and office cleaning	<ul style="list-style-type: none"> We use reusable plastics and products with low levels of chemicals in our cleaning.
Energy	<ul style="list-style-type: none"> Lights and electrical equipment are switched off when not in use and we insulate our working environments.
Our people	<ul style="list-style-type: none"> We increase employee awareness through training. We involve staff in the implementation of this policy, for greater commitment and improved performance.
Water	<ul style="list-style-type: none"> We avoid water wastage wherever possible.
Chemicals and hazardous substances	<ul style="list-style-type: none"> Wherever possible we will substitute substances that are harmful to the environment with those that have less of an impact.
Legal duties	<ul style="list-style-type: none"> We will keep up to change with changes in environmental law and ensure we are fully compliant with our duties.

Externally	Actions
Transportation	<ul style="list-style-type: none"> We use sustainable means of transport when meeting in urban centres. We use virtual meeting technology when possible.
Customers, suppliers and other stakeholders	<ul style="list-style-type: none"> We will work with suppliers, contractors and sub-contractors to improve their environmental performance.
Contractors	<ul style="list-style-type: none"> We will work with contractors who are equally as committed to reducing their environmental impact.