

# **D&G BLOCK MANAGEMENT ENVIRONMENTAL POLICY**

## **Mission Statement**

D&G Block Management recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and improving our environmental performance as an integral part of our business strategy and operating methods, with regular review points. We shall encourage customers, suppliers and other stakeholders to do the same.

## **Responsibility**

The Board and Managing Director are 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.

## **Policy Aims**

We endeavour to:

- Identify our environmental aspects and associated impacts.
- As a minimum, comply with all relevant regulatory requirements.
- Improve and monitor environmental performance.
- Improve and reduce environmental impacts.
- Incorporate environmental factors into business decisions.
- Increase employee awareness and training.

## **Paper**

- We shall minimise the use of paper in the office by emailing wherever possible.
- We shall reduce packaging as much as possible.
- We shall seek to buy recycled and recyclable paper products where practicable.
- We shall reuse and recycle all paper by use of either the confidential waste bin or recycling bins and position recycle bins in various locations within our offices.

## **Energy and Water**

- We shall seek to reduce the amount of energy used as much as possible, in all areas where we have control and influence.
- We shall implement energy efficiency measures within our offices.
- We shall influence as far as practicable our clients and contractors to improve energy efficiency.
- We will seek to implement the above on D&GBM managed sites wherever possible.

## **Office Supplies**

- We shall evaluate if the need can be met in another way.
- We shall evaluate if renting/sharing is an option before purchasing equipment.
- We shall evaluate the environmental impact on any new products we intend to purchase.
- We shall favour more environmentally friendly and efficient products wherever possible.
- We shall reuse and recycle everything we are able to.

## Transportation

- We shall reduce the need to travel, restricting to necessity trips only.
- We shall promote the use of travel alternatives such as e-mail or video/phone conferencing.
- We shall make additional efforts to accommodate the needs of those using public transport or bicycles, such as promoting the Ride to Work Scheme.
- We shall favour 'green' vehicles and maintain them rigorously to ensure on-going efficiency.

## Maintenance and Cleaning

- Cleaning materials used will be assessed for environmental impact
- Materials used in office refurbishment will be assessed for environmental impact
- We shall only use licensed and appropriate organisations to dispose of waste.

## Monitoring and Improvement

- We shall comply with all relevant regulatory requirements.
- We shall improve and monitor environmental performance.
- We shall improve and reduce environmental impacts.
- We shall incorporate environmental factors into business decisions.
- We shall increase employee awareness.
- We shall review this policy and any related business issues at our Board meetings.

## Culture

- We shall involve staff in the implementation of this policy, for greater commitment and improved performance.
- We shall update this policy at least once annually in consultation with staff and other stakeholders where necessary.
- We shall provide staff with relevant environmental advice and training.
- We shall work with suppliers, contractors and sub-contractors to improve their environmental performance.
- We shall use local labour and materials where available to reduce our carbon impact and help the community.



Signed: \_\_\_\_\_

Position: Managing Director \_\_\_\_\_

Date: 1<sup>st</sup> March 2019

---