

## **Environmental Policy**

Stonna Limited shares a concern and responsibility for the environment both at our offices and at client sites. We encourage all our clients and staff to help by doing their bit towards better sustainability and a greener environment.

We aim to reduce the impact our services have on the environment.

This is an ongoing process which is regularly reviewed in the following areas:

- Procurement
- Products
- Operations
- Vehicle fleet
- Waste pollution

## Strategy

## **Operations:**

- Discuss sustainable solutions with our clients
- Have spring loaded or sensor taps at our offices
- Have automatic lights in areas where possible at our office
- Use LED lights where appropriate at our offices
- Turn off lights when not required
- Look to move away from combustible boilers when appropriate
- Insulate the offices to reduce heat loss
- Ensure adequate recycling bins are available at key points
- Shred confidential waste for recycling
- Offer redundant equipment and furniture to local schools and charities
- Promote greener travel through use of electric vehicles, public transport with subsidized travel schemes
- Educate staff in considerate driving
- Encourage the use of public transport, walking, cycling and vehicle sharing, where appropriate

#### **Procurement:**

- Encourage sustainable procurement
- Use local suppliers and producers when possible
- Purchase efficient and environmentally sound new appliances

### **Communication and Administration:**



- Use emails instead of letters
- Use IT for file storage and archiving
- Maintain a focus on the environment at the EHS Committee Meetings

# **Review and Update:**

- Brief new staff on the environmental policy
- Environmental agenda is a standing agenda point for our regular meetings
- The Director will assume the main responsibility for implementation and revision of the Policy

Signed:	Date:	
Hasan Dikme		