

## **ENVIRONMENTAL & SUSTAINABILITY POLICY**

### **1.0 INTRODUCTION**

Logic4training recognises that our work may have a direct or indirect effect on the local and/or regional environment. We are therefore committed to reducing any harm that this may cause on the environment and we will promote the understanding of sustainability within our organisation. Logic4training recognises its' responsibility for environmental matters and operates a policy of effecting continual improvement and change in accordance with developing knowledge and changing environmental requirements.

### **2.0 POLICY STATEMENT**

Logic4training will promote awareness and understanding of environmental issues. Through its own practices Logic4training will operate in such a way as to both conserve and improve the environment. By operating in as sustainable a way as practical, Logic4training will seek to ensure that its operations do not jeopardise the environment of the future.

### **2.0 OUR COMMITMENT**

Logic4training is committed to:

- Operating in as sustainable way as possible and to minimise our impact on the environment
- Promoting awareness, participation and educating staff and learners in practices which help conserve the environment
- Encouraging and supporting initiatives on sustainability and environmental awareness

### **3.0 OUR RESPONSIBILITIES**

Logic4training fully recognises its responsibilities regarding the environment and sustainability and will comply with all legal duties, obligations and codes of practices. In addition, Logic4training will implement additional measures as considered appropriate, effective and practicable, delivered within time management constraints and value for money.

### **4.0 COMMUNICATIONS**

The policy and any updates will be communicated email communications and team meetings.

## 6.0 MONITORING AND REVIEW

Our Environmental and Sustainability Policy is one of continual review as best practices and opportunities develop, and is subject therefore to ongoing review and development. The Directors will regularly review its implement and all staff are encouraged to participate in suggesting areas where Logic4training can reduce its impact on the environment and contribute to sustainability.

## 7.0 SCOPE

In delivering environmental sustainability Logic4training will aim to address the following areas:

### a) Best Practice & Legislation

- All operations will be carried out with due regard to all appropriate and relevant Legislation and Regulatory considerations.
- We will make available relevant resources to ensure that suppliers and customers are made aware of their environmental, legislative responsibilities and related activities.
- We will take whatever measures may be necessary to ensure that the collection, recycling, reclamation and disposal of waste do not become hazardous to public health or the environment.
- We will Reduce, Reuse & Recycle (in that order) within all areas of the business and provide appropriate facilities to encourage this.
- We will not stockpile or treat (including bonfires) Controlled waste (general and special waste) at our sites or premises without the appropriate waste management license.
- We recognise our duty of care under current legislation and our responsibility for all of our waste until it reaches its final disposal site. We will prevent, where it is possible to do so, uncontrolled releases of materials into the environment.
- Any special waste will be disposed of according to the Special Waste Regulations 1996 and the consignment note procedure followed. Should the need arise we will only use disposal facilities where the level of operational control and environmental compliance is deemed to be of a suitable level and represents responsible Waste Management.
- Any hazardous waste will be disposed of according to the Hazardous Waste Regulations 2005 and the consignment note procedure followed. Should the need arise we will only use disposal facilities where the level of operational control and environmental compliance is deemed to be of a suitable level and represents responsible Waste Management.
- We will co-operate with, and assist to the best of our ability, officers of the Waste Regulatory Authorities in the exercise of their duties.
- We expect any contractor working in our premise or on our sites to cooperate with us to avoid situations where waste will not be handled or stored correctly there-by presenting a hazard to the environment.
- We require our staff or sub-contractors to advise us of any concerns they may have regarding poor practice by a Waste Disposal contractor.
- We aim to effectively manage waste in line with current best practice and regulation and reduce waste wherever possible.
- We will identify and reduce energy use wherever possible.

**b) Sustainability**

- We will identify alternative travel opportunities wherever possible.
- We will identify and source alternative energy sources wherever possible.
- We aim to reduce the carbon footprint of Logic4training.
- We will undertake sustainable purchasing wherever possible.
- We will undertake sustainable building & refurbishment and maintenance & cleaning wherever possible.

**c) Education**

- We will educate staff and learners in Logic4training policies & practices.
- We will embed the policy and its aims in training materials where appropriate.
- We will ensure that staff are kept up-to-date on the safe handling and disposal of all types of waste including difficult and dangerous waste.

Signature

Date 15<sup>th</sup> February 2016



Position

**Director**