Logic4training (L4T) Environmental Policy

1. Introduction

1.1 Logic4training (L4T) recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We respect the principle of sustainable business and aim to work in a way that meets the needs of today's generation whilst safeguarding those of our future generations.

1.2 L4T is committed to the responsible use of energy, water, paper and other resources and operates a policy of continual improvement and change in accordance with developing knowledge and changing environmental requirements.

1.3 L4T will promote awareness and understanding and is committed to meet all relevant legal requirements.

2. Purpose and Scope

2.1 The purpose of this policy is to reflect L4T's commitment to promoting awareness and understanding of environmental issues and, through its own practices, to operate in such a way as to both preserve and improve the environment.

2.2 The objective of this policy is to provide a formal framework designed to minimise our impact on the environment and form part of a broader campaign to promote awareness and understanding of environmental issues.

2.3 This policy applies to all staff, sub-contractors and partners and aims to create a culture of continuous improvement from environmental harm and degradation by minimising the impact our business operations have on the environment.

3. Roles and Responsibilities

3.1 The Human Resources Department is responsible for the review of this policy; supporting and advising line managers in the application of this policy and ensuring updates to this policy are disseminated.

3.2 Line Managers are responsible for managing their employees in line with this policy, and communicating this policy to others in their team(s).

3.3 All staff and sub-contractors have a responsibility to ensure that their activities are in line with the L4T Environmental Policy and that they stay up to date on any policy updates.

3.4 All staff are encouraged to participate in suggesting where L4T can continue to reduce its impact on the environment and contribute to sustainability.

4. Objectives

4.1 In order to fulfil these commitments, L4T will use cost effective resources for environmental improvement and long term sustainability to reach the following objectives:

4.1.1 Comply with and exceed all relevant regulatory requirements;
4.1.2 Reducing the use of natural resources and the emission of carbon dioxide;

4.1.3 Minimising waste production and reducing the environmental consequences of waste through re-use and re-cycling;

4.1.4 Avoiding or limiting, wherever practical the use of environmental damaging substances, materials and processes;

4.1.5 Preventing pollution, where possible, and reducing pollution through the responsible management of toxic, chemical and hazardous waste;

4.1.6 L4T will use a registered waste collector to ensure that waste is disposed of in accordance with regulatory requirements;

4.1.7 We will Reduce, Reuse and Recycle, (in that order) within all areas of the business and provide appropriate facilities to encourage this;

4.1.8 Promote energy reduction, saving and efficiency;

4.1.9 Communicate with staff, partners, clients, customers and suppliers in the implementation of our objectives;

4.1.10 Endorse environmentally responsible purchasing.

5. What we do

5.1 We want the best for the environment. To us that means constantly challenging ourselves to find ways in which we can use our business and our people, to influence and drive change. By providing small opportunities in reducing our carbon footprint we can make a big difference together, including but not limited to:

5.1.1 L4T use a registered shredding company, not only are they GDPR compliant but Shred-it bales all shredded paper and sends it to a paper mill where it is pulped, impurities and printing ink removed, and the pulp is then used to manufacture new paper products. Recycling paper rather than throwing it in the bin yields significant environmental benefits, including reducing carbon emissions, saving trees, and cutting back on water and other natural resource usage.

5.1.2 L4T are now paperless where possible. This is a great, cost effective way to save on paper and trees. We have gone paperless on in-house documents and files where possible and will continue to work towards a complete paperless future.

5.1.3 We provide recycling bins within our office to allow staff to recycle at every opportunity, including office paperwork and even lunch packaging.

5.1.4 All of our staff have been invited to participate in our company cycle to work scheme, not only do our staff benefit from a tax free, healthier journey to work but we are reducing our carbon emissions at the same time.

5.1.5 We offer flexible working patterns including roles where we encourage full or part time working from home. Car emissions is one of the major causes of global warming and every car journey prevented contributes to the reduction of global warming.

6. Policy Review

6.1 This policy will be updated as necessary to reflect best practice, changes to regulation and or legislation to ensure continuing compliance.

6.2 This policy was written in October 2021 and approved by the BOD in October 21. This policy was reviewed in October 2023 and approved by the BOD in October 2023. This policy was reviewed in December 2024 and approved by the BOD in October 2024.