



**ACC Flooring Ltd**  
Resin Flooring Specialists

## Environmental Policy & Procedure

Introduced January 2020

### 1. STRATEGY AND STAFF

- ACC Flooring Limited (hereafter referred to as the company) incorporates care of the environment as an integral part of business activity with all our products and waste materials. This supports the client focus and the pro-active ethical strategy of The Company.
- The involvement of all staff is encouraged by communication, and training to ensure continual improvement in performance. Regular in-house training in the form of Safety and Environmental briefing and toolbox talks will be carried out on a regular basis. Management will undergo formal Environmental Training as part of their SSSTS training.
- Monitoring arrangements provide information to indicate progress towards our objectives. The operation of our management system will be reviewed periodically by senior management and Stallard Kane Associates to take account of new technology, best management practice and our commitment to continual improvement. Regular site inspection and an annual compliance audit will also be carried out that will include Environmental Issues.
- The Company complies with environmental legislation and other statutory instruments and aims to minimise waste, damage and pollution from our activities.

### 2. ENVIRONMENTAL ISSUES

#### THE COMPANY:

- a) values the contribution that every member of staff can make in improving our resource efficiency to reduce both operating costs and environmental effects;
- b) encourages staff, clients and suppliers to consider the use of telecommunications and video conferencing to reduce the impact of travel and paper consumption;
- c) adopts good practice to minimise waste of energy resources such as gas, electricity and vehicle fuel;
- d) aims to select products whose life cycles have less impact on the environment taking account of material consumption, manufacturing, use, re-use, recycling and disposal.
- e) Follow up any complaints regarding environmental issues and ensure that all issues are rectified.

## **ENVIRONMENTAL RESPONSIBILITIES**

1. It is the Policy of The Company that all levels of management and employees meet their legal obligations under the Environmental Protection Act 1990 relevant to our activities.
2. It is the company's policy to ensure so far as is reasonably practicable and within the scope of known technology, to carry out its undertakings in such a manner so as to eliminate or reduce to the lowest possible level any actions that may lead to environmental damage.
3. The company accepts their moral responsibilities and that the actions that it takes today may affect the environment of tomorrow. Therefore, it is the company's policy to initiate good environmental working practices amongst its workforce.
4. This part of the policy details those nominated individuals with specific responsibilities who have authority to implement the company's environmental policy

### **Directors**

1. Have overall responsibility for all environmental aspects within the company and ensure that the directors are aware, understand and accept responsibility and accountability for the environmental activities within the company.
2. Delegate and authorise nominated individuals to implement the environmental policy within the company.

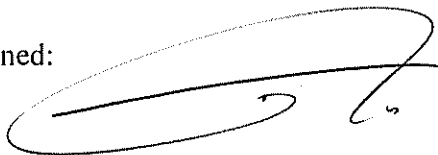
### **Senior Management**

Main responsibilities are to:

1. Have delegated responsibility for all environmental aspects within your Department and make all employees aware of our environmental policy, whilst ensuring to provide suitable training to improve environmental awareness, where necessary and allocate clear responsibilities.

2. Take the interests of the local community into account, with due regard for public perception and have a regular process of communication with the community where appropriate.
3. Ensure that sufficient expertise is available to identify problems and provide solutions.
4. Advise the Directors of all activities or occurrences that could effect the environment.
5. Seek opportunities to turn waste into profitable by-products or to re-cycle and explore the possibility of more effective and economic methods for waste disposal.
6. Be conversant with the requirements and apply as necessary the relevant parts of the Environmental Protection Acts.
7. Make all employees within their control aware of our environmental policy, whilst providing suitable training to improve environmental awareness and allocate clear responsibilities.
8. Monitor all waste generated through company activities - via formal inspection procedures - ensure all the necessary steps are taken to prevent damage to the environment e.g. check that any substance with the potential to harm the environment does not enter surface water drains, contaminate land site or enter a water course.
9. Will encourage, where possible the use of less hazardous substances on all sites under control.
10. Inform the health and safety advisors immediately of any spillage or discharge.
11. Follow up any complaints regarding environmental issues and ensure that all issues are rectified

Signed:

A handwritten signature in black ink, appearing to read 'Jonathan Rhodes', written over a large, faint oval shape.

Name: Jonathan Rhodes  
Position: Managing Director  
Date January 2020