



ENVIRONMENTAL & SUSTAINABILITY POLICY



(REVISED DECEMBER 2009)



Environmental & Sustainability Policy Mission Statement

Fox Maintenance is committed to minimising the impact of their operations on the environment. We seek continual improvement of our environmental performance by constantly reviewing our processes of management and control. The primary elements of our policy are as follows: The Proprietor and staff at Fox Maintenance are aware of the potential impact of their day-to-day activities on the environment, particularly in relation to the disposal and recycling of waste, the use of sustainable materials and the management of energy use.

Fox Maintenance undertakes to implement all reasonably practicable measures by using sustainable materials, preventing environmental pollution, conserving energy consumption and complying with all current environmental regulations, legislation and approved codes of practice.

Objectives:

To develop methods of product selection, building practice, and design considerations as a sustainable form of construction in terms of economic viability, social progress and environmental responsibility.

1. To comply with the requirements of environmental legislation and approved codes of practice.
2. To continuously seek to improve our environmental performance
3. To reduce pollution, emissions and waste and to reduce the use of all raw materials, energy and supplies.
4. To purchase our materials efficiently in order to reduce waste and to use recycled and sustainable materials whether temporary or permanent.
5. To expect similar environmental standards from all suppliers and contractors.
6. Where practicable use local labour to address the social aspect of sustainability.
7. To assist customers to use products and services in an environmentally-sensitive way.
8. To raise awareness, encourage participation and train employees in environmental matters to successfully manage their working environment.
9. To reduce our levels of waste sent to landfill sites.
10. Use low emission transport for all company vehicles and reduce fuel consumption by good logistical planning, e.g. one drop deliveries.

Signed.....

Name.....

Position.....

Date.....

CONTENTS

SECTION	SUBJECT	PAGE
A	Introduction	1
B	Material Procurement	2
C	Waste Management	3
D	Use of Water	3
E	Company Vehicles	3
F	Environmental Targets Year 2010	4

EMERGENCY CONTACT NUMBERS
01702 213600 07887 727272

SECTION A

Introduction

The Fox Maintenance is committed to minimizing the impact of their operations on the environment. We seek continual improvement of our environmental performance by constantly reviewing our processes of management and control.

Fox Maintenance conducts the majority of its business at client's commercial premises and sites in the United Kingdom. It is from this standpoint that this document has been prepared.

This document provides an overview of our commitment to operate in an environmentally friendly manner observing the approved codes of practice.

Fox Maintenance shall endeavor to work closely with the relevant statutory bodies to meet all applicable legislation, regulations and contractual obligations and shall seek to make continuous improvements to reduce its impact on the environment

The Company's Environmental Control Officer operates from the company premises situated at:

**1391 London Road
Leigh On Sea
Essex.
01702 213600**

This policy shall be publicised to all employees, ensuring that they are aware of their own responsibilities within it, and to interested parties.

SECTION B

Material Procurement

Fox Maintenance shall endeavor to procure materials that are either recycled, from sustainable sources, or eco-friendly. The purchasing of materials shall be monitored at all times in order to continually reduce the need for wastage. It is our standpoint to “under” order rather than to “over” order.

As a building construction and maintenance company we consider our highest material usage to be timber and paint. Other materials will be predominantly purchased from companies having ISO 14001 accreditation, a certification of their environmental management systems. Purchases from companies without accreditation who demonstrate a commitment of environmental awareness shall be considered.

Timber

All timber shall sourced from a certified scheme such as The Forestry Stewardship Council (FSC), The Programme for the Endorsement of Forest Certification (PEFC), Or The Sustainable Forestry Initiative (SFI).

A Certificate of Conformity should also be available from our preferred suppliers in order to confirm documentary evidence that the timber has derived from a sustainable source.

Paint

All paints shall conform to the new Volatile Organic Compound Regulations 1st January 2010, thus reducing atmospheric pollution. Where necessary, only paints with the lowest VOCs shall be used. Eco friendly paints are preferred, as they contain no petrochemical solvent, preservatives, fungicides, acrylic, or vinyl. Paints, which can be left to dry and naturally composted, shall always be preferred.

SECTION C

Waste Management

We strive to achieve zero waste generation at source. In the event that wastage does occur from us or from failed materials removed from site, and there is not site-based recycling system available, then we shall segregate the waste in appropriate containers before disposing of to an approved Waste Transfer Station (WTS) for recycling. Goods shall be transported safely in our vehicles to the nearest approved site. If the need for skips is required we shall only separate any hazardous waste, as segregation of waste streams shall be deemed the responsibility of the WTS. Items of waste, which can be recycled, such as timber off cuts, glass and paints, shall be stored in our compound for re-use at a later time. At all levels of waste management, it is our primary concern to alleviate the ever growing burdens on landfill sites.

We shall maintain our Duty of Care at all times and records shall be kept for a minimum of 2 years. A copy of a valid Waste Management License shall be requested prior to the disposal of any waste to an approved WTS

All waste shall be removed from site as soon as practically possible and NO materials shall be stored where combustion or contamination may occur.

SECTION D

Use of Water

The mixing of aggregates and clean downs shall be undertaken wherever and whenever possible using rainwater as opposed to piped water. At no point will a water supply be left running unless absolutely necessary.

SECTION E

Company Vehicles

All company vehicles shall run efficiently and be serviced at regular intervals. Tyre pressures shall be checked at regular intervals, thus reducing tyre wear, the need for replacements and the increase use of fuel generating CO2 emissions. Deliveries shall be aimed to be completed in one drop wherever possible rather than multiple drops.

The company is aiming for a phased replacement of all vehicles by 2011. Replacement vehicles will be energy efficient and run on eco-friendly fuel.

SECTION F

Environmental targets for year 2010

- 1 All operatives to receive environmental refresher training – September 2010
- 2 Start of phased vehicle replacement (where practicable, all company vehicles to comply with our environment policy by 2011)
- 3 Spot checks to be carried out on vehicle tyre pressures – May 2010
- 4 Carry out site audits to ensure that all sites are clean and tidy, and that all are correctly re-cycling – May 2010
- 5 Develop our environmental policy and assign key responsibilities in preparation for ISO 14001 accreditation – December 2010



Environment Agency

CERTIFICATE OF REGISTRATION UNDER THE CONTROL OF POLLUTION (AMENDMENT) ACT 1989

Name: **E A National Customer Contact Centre** Regulation Authority

Address: **The Quadrant
99 Parkway Avenue
Sheffield**

Post Code: **S9 4WG**

Tel: **08708 506 506** Telex: Fax:

The following information is hereby certified by the above-mentioned authority to be information which at the date of this certificate[†] is entered in the register which they maintain under regulation 3 of the Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991:-

Name(s) of registered carrier: **Richard Fox**

Registration number: **EAN/935066**

Business name (if any): **Fox Maintenance**

Address of registered carrier's principal place of business: **1391, London Road
Leigh On Sea
Essex
SS9 2SA**

Tel: **01702 213600** Telex: **07887 727272** Fax: **01702 213009**

Date of registration: **08/05/2007**

Date of expiry of registration*: **07/05/2010**

Date on which last amendment (if any) was made to the carrier's entry in the register: **08/05/2007**

Signature of authorised officer of the regulation authority: *J. Quinn* Date: **10 MAY 2007**

[See over] **Joseph Quinn**