



Hartle Limited
18 Chestnut Court Jill Lane Sambourne Worcestershire B96 6EW

ENVIRONMENTAL POLICY

The business operations of Hartle Ltd involves the design, installation and commissioning of heating, cooling, air handling and air conditioning systems and other associated processes. We recognise the impact of our operations on the environment and our policy objective is to minimise any detrimental effects that may occur. We shall take every step to ensure our activity is conducted in a responsible manner and we are committed to continual improvement of performance.

To achieve our goal we will:

- a) Establish applicable environmental policies and procedures which ensures compliance with applicable environmental legislation, regulations, codes of practice and any other standard to which the company subscribes;
- b) Incorporate environmental responsibility into all business operations by planning environmental protection through risk assessment and action planning, reviewing and developing policy and reviewing and auditing performance;
- c) Ensure all relevant procedures and work instructions applicable to environmental management are regularly reviewed (biennially unless changes to work practices or legislation);
- d) Comply with the Duty of Care for waste management;
- e) Ensure our employees and other workers are provided with suitable and effective training in environmental awareness and our environmental policies, procedures and work instructions;
- f) Make this policy available to all employees, contractors, suppliers, regulatory authorities and where requested any other stakeholders, to include the general public

Company aims will be wherever possible to:

- a) Use our raw materials economically and cause as little waste as possible.
- b) Use fuels and energy as economically as possible;
- c) Collect waste and ensure where possible that it is either re-used, re-cycled or disposed of in an environmentally friendly manner;
- d) Where possible use suppliers of raw materials who are also environmentally aware;
- e) Encourage those employees who use motor vehicles to adopt a manner of driving which will keep the effects of their driving, on the environment, to a minimum.

Our ongoing objectives are to:

Ensure company vehicles are serviced and maintained in accordance with the manufactures guidelines and are replaced on a regular basis as to avoid any unnecessary detriment to the environment.

Whenever possible use local labour or encourage our employees to lodge locally to avoid unnecessary travelling due to our business operating on a nationwide basis.

Responsibility

All Managers, Supervisors and Employees have duties and responsibilities under this policy, and in order to ensure these are met regular reviews of environmental performance will be carried out.

The policies practices and procedures of Hartle Limited will be kept under regular review. Such reviews will be discussed at the meetings of the Board of Directors. Information relating to Company policies, practices and procedures and working instructions are related at the time of induction and copies are available to employees and others via manuals.

Signed:
Mr David Hartle
Director
Issue: 5
Introduced: February 2010
Last Review: 24.07.18

A handwritten signature in black ink, appearing to read "David Hartle", is written over a circular stamp or seal.

Date: 24th July 2018