

ENVIRONMENTAL POLICY

McFarlane Telfer Ltd services and maintains catering and refrigeration equipment in commercial environments.

Mission Statement

McFarlane Telfer recognises that, as result of its activities, it has a responsibility to the environment beyond legal and regulatory requirements and is committed to reducing its environmental impact and continually improving environmental performance. To that end, we have implemented an Environmental Management system which satisfies the requirements of ISO14001. We will review our approach and our policy regularly and encourage customers, suppliers and other stakeholders to do the same.

Scope and Policy Aims

This policy applies to all the company's activities and aims: we will endeavour to:

- Maintain a register of, comply with or exceed all relevant regulatory requirements.
- Continually improve and monitor environmental performance.
- Continually improve and reduce environmental impacts.
- Incorporate environmental factors into business decisions.
- Increase employee awareness and training.
- Inform and advise our customers of the environmental consequences of purchase decisions.

The company recognises the following environmental impacts and consequent actions

Transport

- We will select, buy, maintain and dispose of vehicles having regard to the environmental implications
- We will optimise our travel movements, aiming to reduce travel where possible – and where practicable, will ask our suppliers to do the same – minimising delivery journeys in to us.
- We will promote the use of travel alternatives such as e-mail or video/phone conferencing.
- We will make additional efforts to accommodate the needs of those using public transport or bicycles.

Energy and Water

- We will seek to reduce the amount of energy used as much as possible.
- Lights and electrical equipment will be switched off when not in use.
- Heating will be adjusted with energy consumption in mind.
- The energy consumption and efficiency of new products will be taken into account when purchasing both for our own use and when advising customers.

Office Supplies

- We will evaluate if the need can be met in another way.
- We will evaluate if renting/sharing is an option before purchasing equipment.
- We will evaluate the environmental impact of any new products we intend to purchase.

- We will minimise the use of paper and packaging.
- We will seek to buy more environmentally friendly and efficient products.
- We will reuse and recycle everything we are able to.

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Maintenance, Cleaning, Waste and Recycling

Maintenance and Cleaning materials will be as environmentally friendly as possible.

- We will aim to re-use, re-cycle and reduce all consumption.
- We will continually review the appropriate use of packaging – in to us – and on to our customers.
- We will monitor and minimise our waste, having special regard to the prevention of pollution and the control of emissions.
- We will maintain our own waste handling certification and only use licensed and appropriate organisations to dispose of waste, paying particular attention to WEEE, Hazardous Materials and Refrigerants.

Culture

- In order to maximise performance, we will provide staff with relevant environmental training and will involve staff in the implementation of this policy,
- We will work with suppliers, contractors and sub-contractors to improve their environmental performance – and endeavour to work with local companies wherever possible to support our local community.
- We will update this policy at least annually in consultation with staff and other stakeholders where necessary.

The Green Team

McFarlane Telfer also has a 'Green Team', drawn from volunteers within the workforce. The Green team meet quarterly, identifying key environmental impacts generated by each department and monitoring progress of the raised action points. The following are examples :

- Mobile Teams; monitoring of fuel consumption (from Vehicle Tracking system) and production of a team league table in order to raise awareness and influence behaviour (in addition to Speed League Table for H&S):
- Office: monitoring of paper and stationery consumption; compliance with WEEE schemes and maximising recycling opportunities.

As owner and Managing Director of the business, I add my personal commitment to the above.

A handwritten signature in black ink, consisting of several overlapping loops and a trailing flourish at the bottom.

Signed

Date 31.5.18

This policy, along with our Integrated Management Policy, is available to all interested parties on request

Last Reviewed : 31/05/2018

Next Review : 31/05/2019

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