

## **Environmental Policy Statement**

Tecta Systems Ltd are committed to preventing pollution and to complying with all relevant environmental legislation, regulations and other environmental requirements.

Tecta Systems Ltd will regularly evaluate the environmental impact of our activities, products and services and we will take action to continually improve our environmental performance.

It is our policy to:

- (a) Minimise the use of energy, water and natural resources.
- (b) Minimise waste through prevention, re-use and recycling where possible.
- (c) Dispose of waste safely and legally.
- (d) Avoid the use of hazardous materials, where practical.
- (e) Work with environmentally responsible suppliers.
- (f) Prevent environmental damage and minimise nuisance factors such as noise and air pollution.

Tecta Systems Ltd will define environmental objectives, targets and improvement actions that are related to this policy and to our significant environmental aspects. We will regularly evaluate progress.

Tecta Systems Ltd are committed to providing relevant environmental training and promoting environmental awareness to employees and, where appropriate, to suppliers and to communicating our environmental performance.

We will implement processes to prevent environmental nonconformities and to ensure that we are prepared to deal with potential environmental emergencies.

This policy will be regularly reviewed and updated to take account of organisational priorities and changes, environmental legislation and best practice.

Signature:  Date: 04.01.2024

Position: Director Review: 04.01.2025



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# Contractor's Environmental Management System (CEMS)

**Company Name: TECTA SYSTEMS & TECTA MAINTENANCE LTD.**



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### **Organisation and environmental responsibilities**

- Organisational structure
- Environmental responsibilities

### **Environmental arrangements**

(delete those below which are not applicable)

- Nuisance.
- Waste (general/hazardous/other).
- Waste recycling, reduction/reuse
- Waste electrical and electronic equipment.
- Emergency planning.
- Environmental legislation updates.
- Monitoring, inspection and review.
- Complaints procedure.
- Controlling contractors.
- Other environmental issues.

Stationery forms

- Environmental assessment (risk) sheet.
- Key environmental contacts/advisors register.
- Environmental training/induction register.
- Environmental management action plan and performance record.



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## **Introduction**

An environmental management system (EMS) is a process for managing potential environmental impacts from an organisation's activities. Although there is no legal requirement to have an EMS system, we recognise that there are several benefits of implementing such a system, including: -

- Reducing the likelihood of fines for non compliance to environmental legislation.
- The development of efficient business processes by minimising and controlling, materials and equipment bought and used, waste generated and the associated disposal charges.
- Reducing energy costs.
- Improvement of the working physical environment.
- Supporting tender and pre-qualification questionnaire submissions, where required.
- Demonstrates commitment to environmental management.

Development of an EMS includes us: -

- Assessing our activities, products, processes that might affect the environment (known as “**environmental aspects**”) and creating a list of “**environmental impacts**” (how the environment is affected).
- Developing objectives to reduce, minimise and control our environmental impacts.
- Creating a policy statement and procedures to reduce, minimise and control environmental impacts.
- Assigning responsibilities to manage and implement environmental procedures.
- Providing supervision, information, instruction and training to employees.
- Reviewing and monitoring the EMS on a regular basis to ensure continual compliance and improvement.

This policy covers the management of environmental issues relating to our own premises and whilst working on third party sites.

A copy of the policy which outlines our environmental arrangements and organisational structure, is held at our main place of business and is communicated to all our employees and other persons/third parties, where required.



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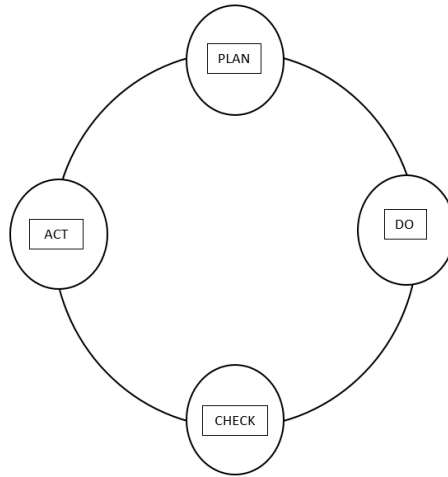
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The cycle above provides a pictorial representation of good environmental management practices we follow and includes: -

**Environmental Review:** involves inspecting our premises/site activities and relevant documentation and requires the completion of an Environmental assessment (risk) sheet (and other forms - see Stationery forms). This process identifies any relevant: -

Environmental impacts.

Existing control measures in place.

Environmental legal compliance.

Environmental objectives/action plans to be achieved within reasonable timescales.

EMS documentation required.

**Plan** – we commit to adhering to the policy arrangements and implementation of working practices (using the Environmental management action plan and performance record form and Environmental assessment (risk) sheet, where necessary).

**DO** – our organisation's structure is provided together with our environmental responsibilities. Management leading by example is essential to foster a positive culture towards the environment

**Check** – active monitoring of our organisation's goals, objectives and practices will provide a status of our achievement and will identify where efforts need to be concentrated. The environmental policy will be regularly monitored by management and reviewed at least annually. As part of this process, the Environmental management action plan and performance record form, will be updated regularly, where necessary, to ensure objectives are being met and that the environmental performance of our organisation is improved.

**Act - Policy** – developed and implemented by us. The Environmental Statement within this policy is signed and dated by the person with overall responsibility for the environment within our organisation.