

Environmental Policy Statement

Scope

This statement applies to all premises and activities within the control of Oakwood Business Systems Ltd hereafter referred to as the company.

The company will develop, implement and continuously review an environmental management system, consistent with local operating conditions and legislation. This Policy shows our commitment to help improve the local, national and global environment.

Specifically, it commits the company to management practices that will reduce our impact on the environment. The Policy also reflects our commitment to encourage positive environmental activities in the surrounding community.

General Policy

Statement of Principles

Oakwood will, so far as is reasonably practicable:

1. Ensure environmental risks are properly identified, prioritised and managed in an appropriate and timely way.
2. Establish sound environmental management policies and promote best practice.
3. Manage its operations in ways that are environmentally sustainable and economically feasible, by making efficient and environmentally responsible use of energy and water and exploiting opportunities to maximise efficiency.
4. Minimise environmental impact and reduce or, where practicable, prevent pollution.
5. Minimise waste production by reduced consumption and develop effective waste management and recycling procedures.
6. Collaborate with key suppliers to promote environmentally responsible procurement of goods and services.
7. Monitor actively results and audit policies and practices to ensure the company meets its policy goals.
8. Develop a policy within the companies operations to raise and maintain awareness amongst staff and promote individual good practice and encourage team participation.
9. Recognise the legitimate interest that all its stakeholders, including customers, shareholders and employees have in its environmental performance and communicate openly within the company and to the outside community.

Environmental Commitments

This policy supports the United Kingdom's strategy for sustainable development. It sets out a program of continuous improvement to reduce the harmful impacts of our operations on the environment and to prevent pollution.

In the course of our operations and within resource constraints, we will improve our environmental performance by:

1 conserving energy, water, wood, paper and other resources, particularly those which are scarce or non renewable, while still providing a safe and comfortable working environment;

2 reducing waste through re-use and recycling and by using refurbished and recycled products and materials where such alternatives are economical and suitable;

3 promote the use of electronic data and information transmission to minimize consumption of non renewable wood/paper products

4 ensuring that any products used or derived from wildlife, such as timber and plants, are from sustainable sources

Pollution

5 monitoring relevant discharges and emissions to air, land and water to assess what action is necessary to reduce pollution or the risk of pollution;

6 disposing of all obsolete and redundant electronic equipment through recognized and approved disposal agencies.

7 phasing out, where practical, ozone depleting substances and minimizing the release of greenhouse gases, volatile organic compounds, vehicle emissions and other substances damaging to health and the environment;

It is the duty of all employees to conform to the environmental policy.

The directors of Oakwood give their full support to the implementation of these principles

David Tait

Managing Director