
4. Environmental Policy

Doc Cleaning Limited recognizes that its activities may have wide-ranging environmental implications. These can potentially be either damaging or beneficial.

It is therefore the policy of the Company to:

1. comply with legislation and establish and continuously improve upon the best environmental practices;
2. assess and consider the environmental impact of its activities and take action as appropriate;
3. promote personal responsibility and effort on the part of employees to prevent environmental damage and to act as good neighbours to those affected by our activities;
4. provide such assistance, training and information as may be necessary to personnel at all levels;
5. audit environmental performance;
6. Provide and display this policy and review it annually.

For the execution of this Policy the following organization and arrangements apply:

The Senior Manager/Supervisor on site, or at a place of work will be responsible for the implication of the Environmental Policy and will ensure, so far as is reasonably practical, that:

- (a) work is carried out in accordance with all relevant legislation and company Environmental policies;
- (b) Waste is sorted and removed to licensed rubbish tips and all Waste Transfer Notes and other relevant paperwork and advice slips are completed accurately and concisely;
- (c) Specialized waste, including chemicals, is transported and disposed of by an authorized carrier and at an authorized tip;
- (d) Measures are taken to prevent ground, river and waterway pollution;
- (e) Measures are taken to prevent noise pollution;
- (f) A good neighbour policy is implemented;
- (g) Ozone depleting gases such as CFC'S and Halons are not discharged to the atmosphere;
- (h) Wild life, habitats, flora, trees, etc. are protected as appropriate;
- (i) Historical sites and archaeological and heritage remains and locations are protected and respected as appropriate;
- (j) Materials wastage is minimalised, recycling options promoted and water, paper and energy conserved;
- (k) Vehicle exhaust pollutants are minimized and vehicles kept in good condition.
- (l) Environmental incidents are investigated, reported and preventative action taken against repetition;
- (m) Environmentally friendly products are sourced and used as much as possible at the expense of more "un-friendly" products without neglecting quality and suitability.

Our company's specific objectives

We have identified significant impacts within our organisations activities and have established objectives in order to reduce them. They are as follows;

- Electricity Consumption within the office to be reduced by 5%
- Chemical Usage to be decreased by implementing greater use of microfibre cloths wherever possible
- Recycling is actively encouraged and promoted to our customers relating to their waste disposal procedures.

The Company provides environmental assistance and auditing through its Senior Managers and Directors, who will be responsible for devising, implementing and reviewing the Environmental Policy; rectifying and acting upon any deficiencies observed; and for providing guidance, information and training. The responsibility for ensuring that the Policy is implemented on each site lies with the Site Manager/Supervisor.

Mr. Lee Andrews is the Director responsible for the implementation of this Policy at Head Office.

(Insert name) is the Manager/Supervisor responsible for the implementation of this Policy on Site.

SIGNED:


Lee Andrews- Managing Director

DATE: 1 August 2010