



Environmental Management Policy

Our principles

Cardinal Security recognises that we must integrate our business ethics and operations to encourage and sustain standards that meet the expectations of our stakeholders, who include our employees, clients, the community, suppliers and regulators.

We understand that our social, economic and environmental responsibilities to our stakeholders are integral to our business. We aim to demonstrate our responsibilities through our actions and within our corporate policies.

The purpose of this policy is to provide guidance on the organisations approach to the Environment and to ensure all employees and staff work within and or to the policies established by the organisation.

Cardinal Security aims to incorporate a workable Environmental Policy into its daily business operations taking into account the unique nature of our service provision and our market position. The Organisation's policy on environmental issues is also, in the most part, driven by our clients and customers and we will work within their Environment Policy frameworks as our operations mostly occur on their premises.

By employing the recommendations of the document the organisation aims to spread a set of environmentally friendly and responsible principles throughout all levels of its staff, clients, customers, contractors and visitors, in order to make as much positive impact on the environment as possible.

These environmentally sound principles will work in tandem with the Organisation's core values and should be viewed as an illustration of the Organisation's aim to work in an ethical and responsible manner.

The goal for the Organisation should be to manage its operations in a manner whereby negative environmental impact by its systems of work or employees should be considered and negated where possible. The long term plan is to achieve accreditation to ISO 14001.

Cardinal Security will communicate care for the environment and encourage all conduct that promotes this. In practical terms this is translated into:

- Providing information and guidelines to Security Officers and other staff regarding ways of maximising energy efficiency and minimising waste.
- Operating a clear desk policy at close of business, which includes turning off all non essential electrical equipment?
- Designing new procedures to reduce paper and make the best use of resources.
- Use of lead free or diesel fuels in organisation vehicles.
- Providing financial incentives to encourage staff to share vehicles and to use public transport where appropriate.
- Regular servicing of vehicles and equipment to maximise efficiency and fuel conservation.
- Recycling waste such as printer cartridges, paper etc, where appropriate and using recycled products.
- Giving preferential consideration to environmentally friendly products and suppliers who demonstrate higher level of environmental concerns.
- Operating a No Smoking policy in all our Organisation offices and vehicles.

Definitions

Sustainability: Environmental Science. The quality of not being harmful to the environment or depleting natural resources, and thereby supporting long-term ecological balance.

Resources: There are two kinds of resources, sustainable (Timber, fish stocks etc) and non sustainable resources (natural gas, oil etc). Sustainable resources should be used in such a manner that nature is able to replenish them. Non sustainable resources should be used in a very responsible way because once it is used up it is gone forever.

Drivers of Change

- Moral obligations
- Reduction of costs and overheads
- Market competitiveness

Responsibility

The Chief Executive Officer is responsible for the implementation of this policy and will make the necessary resources available to realise our corporate responsibilities. The responsibility for our performance to this policy rests with all of our employees throughout the company.

Our partnership focus

Cardinal Security will at all times, engage, collaborate with and support our stakeholders in carrying out our organisation's mission in a professional manner.

As an organisation we shall provide, and maintain, a clean, healthy and safe working environment. Induction to the company will ensure that all aspects of Safety, Health and Environmental legislation that is relevant to our employees as well as our service provision is communicated and reviewed in an appropriate manner and no less than annually or when new legislation dictates. Provision will be made for suitable welfare facilities and responsibility for Safety, Health and the Environment will be given to a senior member of management.

We shall strive to improve our environmental performance through the implementation and continual development of our environmental policies. Attention will be paid to the reduction in energy consumption and our carbon footprint. We will, wherever possible, use renewable and sustainable products and will continually improve our commitment to minimise waste and to recycle which will reduce our environmental impact within the community.

Cardinal Security Commitments Include;

- A commitment to continuous evaluation and improvement.
- Recognition of compliance with relevant environmental legislation as a minimum level of performance.
- The education and training of employees in environmental issues and the environmental effects of their activities.
- The monitoring of progress and review of environmental performance on a regular basis
- Integrate the consideration of environmental concerns and impacts into all of our decision making and activities,
- Promote environmental awareness among our employees and encourage them to work in an environmentally responsible manner,
- Train, educate and inform our employees about environmental issues that may affect their work,
- Reduce waste through re-use and recycling and by purchasing recycled, recyclable or re-furbished products and materials where these alternatives are available, economical and suitable,
- Promote efficient use of materials and resources throughout our facility(ies) including water, electricity, raw materials and other resources, particularly those that are non-renewable,
- Avoid unnecessary use of hazardous materials and products, seek substitutions when feasible, and take all reasonable steps to protect human health and the environment when such materials must be used, stored and disposed of,
- Purchase and use environmentally responsible products accordingly,
- Where required by legislation or where significant health, safety or environmental hazards exist, develop and maintain appropriate emergency and spill response programmes,
- Communicate our environmental commitment to clients, customers and the public and encourage them to support it,
- Strive to continually improve our environmental performance and minimise the social impact and damage of activities by periodically reviewing our environmental policy in light of our current and planned future activities.

Methods and Ideas to Ensure Compliance;

- Ensure the Organisation complies with the requirements of environmental legislation and approved codes of practice, where at all practical.
- Continuously seek to improve environmental performance.
- Reduce emissions, pollution and waste both within the organisation and with our clients.
- Assess the environmental impact of current and likely future operations.
- Reduce the use of raw materials, energy and supplies.
- Expect similar environmental standards from all our suppliers and contractors.
- Assist our clients to use the service provision in an environmentally friendly and sensitive way.
- Liaison with our clients and with the local community where our service provision impacts.
- Raise awareness, and encourage our clients and staff to participate in environmental matters.
- Participate in forums and debates / discussions about environmental issues where practicable.
- Train employees in environmental matters where practicable
- Look towards accreditation to ISO 14001 in the future.

Waste Management, Energy and Recycling.

This document offers recommendations on options that can be utilised either within the Organisation infrastructure or throughout the many sites where services are provided.

Through analysis of our current practices we will identify areas of opportunity for improvement and provide further recommendations to capitalise on these opportunities both in regards to cost effectiveness and minimising our overall impact on the environment.

Administration Recommendations;

- Source paper from suppliers who provide recycled paper and use minimal packaging.
- Encourage staff members to use electronic documents and document storage / distribution methods to minimise paper use.
- Set default printing to double-sided where applicable.
- Where practicable source the supply of stationary that is made from recyclable materials.
- Source the supply of recyclable / refillable printer and toner cartridges and provide for the current stock to be recycled when used.
- Ensure that cleaning products used are environmentally friendly.
- Supply easily accessible recycling points in all offices for paper, cardboard, plastics and glass and arrange their periodic collection.
- Where applicable, install energy saving devices such as timers and sensors to ensure lighting is only used when needed.
- Replace light bulbs with energy efficient equivalents.
- Utilise standby savers to eliminate excess power usage by idle office equipment.
- Obtain the supply of energy from sustainable sources where possible
- Utilise staff per area to ensure all idle electrical appliances are turned off, and to encourage fellow staff members in the use of environmentally efficient practices in the workplace.

Operational Recommendations;

- Liaise with clients and partners to ensure provisions are made for the recycling of waste material at operational sites.
- Wherever possible recycle operational materials like batteries.
- Replace existing equipment with standby saver equivalents.
- Where possible implement electronic means to replace paper and pen.
- Investigate the possibility of recycling old uniform for distribution to those in need in emerging nations.

We continually strive to seek ways to protect the environment, our customers and our staff during the course of our business.

Transport Management

The organisation in utilising vehicles as part of its service provision encourages the use of / leasing of fuel efficient vehicles which help to reduce both CO₂ and Nitrogen Oxide emissions and we promote as an organisation, wherever possible, the philosophy of car sharing.

Carbon (CO₂) Footprint

To further reduce our impact on the environment, the organisation will source local suppliers and sub-contractors wherever possible.

Sustainability

As a progressive and forward thinking business we realise the importance of sustainability and are committed to the promotion of best practice principles in this regard.

The process we would adopt would be to look at the requirements needed with the following in mind.

- Design our services / products for reuse and recycling where possible: Products, processes, and systems should be designed for performance in a commercial “afterlife”.
- Renewability: Materials used should come from nearby (local or regional), sustainably-managed renewable sources that can be composted when their usefulness has been exhausted.
- Healthy Buildings: Sustainable building design aims to create buildings that are not harmful to their occupants or to the larger environment. An important emphasis is on indoor environmental quality, especially indoor air quality.
- Materials - using less material, fewer materials (making it easier to recycle) and if possible avoiding toxic substances and choosing renewable or recycled/recyclable materials.
- Dematerialisation - Could include some of the above, but also utilising multifunctional items, or finding a different way to deliver the same benefit through a service or product-service combination.
- Design for disassembly – Ensuring that in purchasing we opt to buy things that are easy to take apart so they can be repaired, serviced, upgraded, or recycled more easily.
- Energy - both in use and disposal. This includes minimising energy use, moving to the use of renewable energy, and extracting energy from waste in some cases (where possible).
- Life extension - keeping a product, or its parts or materials, in productive use for their optimal lifespan, so slowing or preventing the linear flow of materials from extraction and processing to disposal.
- Transport - minimising it, that is. Sourcing a renewable, impeccably green material which you ship four times round the world may not be as sustainable as something a little less clean from down the road.

Policy Revision

This policy will be revised annually or as and when required in order to keep abreast of changes to associated regulations, law and/or the needs of the business.