



ADS Operational Policies and Procedures

Ref 5: Environmental Policy

POLICY STATEMENT

ADS recognises that, as with many organisations, spending on resources such as energy, water and raw materials increases every year. In many cases, this money may be squandered because more waste is produced than need be and the resources are not used efficiently.

Moreover, ADS believes that businesses are responsible for achieving good environmental practice and operating in a sustainable manner. ADS recognises its duty of care in being responsible for the production and disposal of its waste. ADS is committed to reducing its environmental impact and continually improving its environmental performance as an integral and fundamental part of our business strategy and operating methods.

It is ADS's priority to encourage our staff, volunteers, suppliers and all business associates to do the same.

This document updates and supersedes all previous policy statements

Our policy is to

- Ⓢ Wholly support and comply with or exceed the requirements of current environmental protection legislation and codes of practice [Waste Scotland Regulations 2012]
- Ⓢ Ensure ADS staff are regularly updated on environmental protection legislation and codes of practice
- Ⓢ Appoint Green Champions in each ADS office base, with clear guidance about their aims and objectives, and the scope of tasks that they will be required to deliver.
- Ⓢ Minimise waste and then reuse or recycle, including segregation of key dry recyclables in line with Waste Scotland Regulations 2012
- Ⓢ Minimise energy and water usage in our buildings, vehicles and processes in order to conserve supplies, and minimise our consumption of natural resources, especially where they are non-renewable.
- Ⓢ Operate and maintain company vehicles with due regard to environmental issues as far as reasonably practical and encourage the use of alternative means of transport and car sharing as the norm.

- ④ Apply the principles of continuous improvement in respect of air, water, noise and light pollution from our premises and reduce any impacts from our operations on the environment and local community.
- ④ As far as possible purchase products and services that do the least damage to the environment and encourage others to do the same, e.g. purchasing recycled paper and other consumables
- ④ Assess the environmental impact of any new processes or products we intend to introduce in advance
- ④ Engage with ADS suppliers to improve the environmental performance of our supply chain

Dr Angela Roberts
Chief Executive

Review Date: October 2019