



Environment Policy

Introduction

This policy applies equally across all Supreme Group businesses (hereafter, “the Company”).

Scope

The Company recognises and acknowledges our day-to-day operations impacts on the environment in a number of ways both in a local and global context. The Company is committed to reducing that impact through continual improvement in our environmental performance.

The Company supports the principal of REDUCE-REUSE- RECYCLE in its daily operations and is aligned and / or certified to the requirements of ISO 14001, operating in compliance with the Company’s Environmental Management System processes and procedures.

It is therefore Company policy to adopt procedures and practices that;

- Do not damage our environment;
- Do not restrict the enjoyment of the environment by others;
- Promote sustainable improvements (where we have an influence) that consider the effects to the environment;
- Strive to minimise the amount of waste to landfill through the adoption of the waste hierarchy: ELIMINATE, REDUCE, REUSE and RECYCLE;
- Commit the Company to continual improvement in our environmental performance, through the implementation of our EMS, and the establishment of measurable environmental objectives and targets that will be documented, implemented, maintained, monitored, and reviewed;
- Put controls in place to protect the environment from any significant environmental aspects and impacts arising from our work activities;
- Promote a sustainable approach to business, in partnership with clients and other stakeholders by conserving energy, minimising consumption, preferring low pollution materials, maximising efficiency and implementing the Waste Management Hierarchy;
- Ensure the recycling of wastepaper, junk mail, expired documentation etc. in the most appropriate way that does not compromise the integrity of our clients, employees or the Company;
- Arrange for all printer cartridges, toners etc. to be returned to the supplier or designated agent for recycling using the envelopes provided. In the event this is not possible, recycling will be via other approved routes;
- Promote the use of recycling banks for bottles, cans, paper and other waste materials that employees may bring into the workplace;
- Ensure any packaging supplied with orders received at Company offices is disposed of in methods that support this policy;

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- Seek professional advice where appropriate and necessary to adopt further best practices to support this policy.

Policy Review

This policy will be reviewed at least annually or sooner in the event of legislative or regulatory changes. All amendments will be communicated throughout the Company.

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