



## **3LANCE FIRE LTD** **SUSTAINABILITY POLICY**

**ISSUE/REVISION DATE:- Rev 0 / 1st November 2010**

### **Main Principles**

3Lance Fire Ltd commits to uphold the principles of Sustainable Development as defined by Brundtland; “development that meets the needs of the present without compromising the ability of future generations to meet their needs”

- Wherever possible we commit to comply with all relevant current legislation, regulations and codes of practice.
- To provide our employees with training in sustainability issues and promote the use of sustainable transport for business use.
- To advise our clients and supply chain of our policy and to encourage them to adopt sustainable policies.
- To minimise the impact of our activities and to choose sustainable options wherever practicable.
- To promote the use of local employees, suppliers and sub-contractors when available.
- We recognise that Sustainability issues are crucial to the long term development of our business and consideration will be given to sustainable issues when developing new policies and procedures.

### **Transport Policy**

To reduce the total number of business miles travelled each year by making full use of telephone and video conferencing. Where business travel is unavoidable, selection of the most appropriate form of transport taking due consideration of the environmental impact and distance travelled. The different modes of transport available to Staff are; walking, cycling, train, bus, car and plane.

All Company vehicles will be selected taking account of their fuel efficiency, CO<sub>2</sub> emissions and lifecycle analysis. Staff on

car allowance will be encouraged to use fuel efficient cars.

When travelling by car, co-ordinate visits by different members of staff in order to lift share.

Meetings should be held in a location consistent with minimising the total number of miles travelled by the attendees.

All Offices should have showers and secure bike parking.



Site based Employees should be offered the option of lodging away from home if the daily commute exceeds 75 miles each way or entails a journey time exceeding 2hrs each way.

For large sites we will consider the provision of a minibus to transport our employees to and from work where public transport is unsuitable, in order to reduce the impact of individuals travelling in cars and vans.

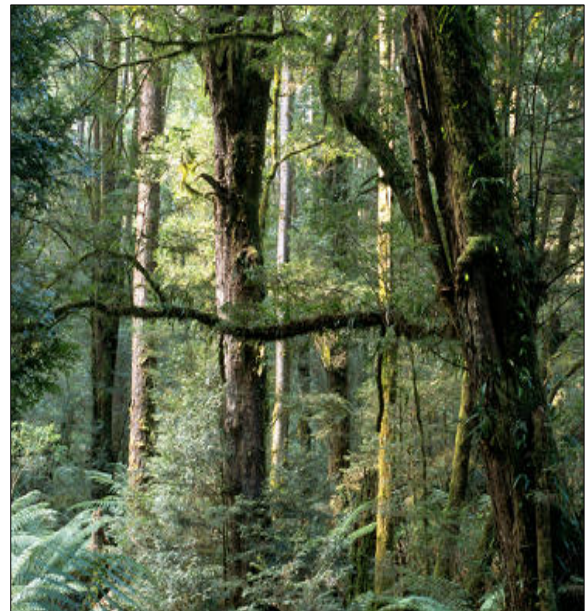
### **Use of natural resources**

All timber and timber products to be sourced from a FSC member or from another recognised sustainable resource.

Wherever possible the use of recycled materials should be considered e.g. all photocopy and printing paper.

Paperless communication by phone and email is encouraged and all internal photocopying is to be double-sided.

The provision of bottled water in offices is to be avoided, the preferred option being drinking water fountains connected to mains water supply incorporating in-line filters if required.



### **Reduction in packaging**

Where possible, materials should be ordered in bulk, in re-useable containers.

## **Management of Waste**

We seek to reduce the amount of waste produced by our sites and offices by effective management of our procurement regime to prevent over-ordering. Further reductions will be sought, by effective means of re-use, recycling and recovery wherever possible.



We will fully comply with our obligations under the Duty of Care Regulations for Waste Management and set targets for a year on year reduction on the amount of waste we send to landfill.

We will work with our supply chain and clients to minimise the amount of waste generated and will develop and maintain procedures to reduce, reuse and recycle the waste that we produce. Whenever practicable, waste will be segregated on site.

Wastepaper and cardboard from the offices will be segregated from general waste and sent for recycling.

## **Use of Energy**

Consideration should be given by Managers to obtain energy (mains electricity) supplies from a sustainable producer.

The Company has a policy of switch off when not in use.

All Company owned buildings are to be adequately insulated and have double glazing fitted.

Use of solar reflective film on windows is encouraged in order to reduce to need for air-conditioning.



## **Sustainable Employment**



We will build on our record of employing Staff and Operatives living close to our Offices and Sites. For long term Projects we will consider setting up and developing the skill base of the local workforce using the resources of our in-house training facility.

## **Sustainability in our Supply Chain.**

Where appropriate we will favour local suppliers, providing they offer competitively priced solutions without compromising the quality of their product and maintain good levels of Quality, Health, Safety and Environmental management.

We will actively encourage all of our supply chain to adopt Sustainable methods of production and provide assistance to help them achieve their sustainability objectives.