



ENVIRONMENTAL POLICY

1. Environmental Policy

1.1 The Foundation has adopted policies and practices which reflect concern for the environment, and the need to conserve the finite resources of the planet. It encourages staff to respect the environment. Environmental concerns are integrated into purchasing, office practices and service delivery.

1.2 The Foundation will ensure that:

- Smoking within the offices, or whilst working with clients, applicants and others is not permitted;
- Environmentally friendly consumable products will be used – eg. paper, inks, cleaning materials, and wherever practicable re-cycled or "environmentally friendly" materials and resources including paper from sustainable forests will be used;
- Materials are re-cycled (paper, cans, bottles) wherever practicable;
- Spent equipment (eg. computers) or disposables (eg. ink/photocopier cartridges, water filters) are despatched for appropriate management or recycled;
- Travel will be minimised, and each journey justified. Public transport or car sharing will be considered as the first option. With the limited nature of public transport within Devon it is not often practicable to use it. It will still be considered wherever possible. Longer distance travel will normally be done by public transport.
- Annual mileage in cars will be monitored and reduced wherever possible;
- Telephone use / conference calls will be considered as a means of reducing unnecessary travel, and implemented wherever appropriate.
- Local suppliers/ contractors are considered and used as much as possible to reduce carbon emissions and support the local community.

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