

**EDWARD BULMER LTD**  
**& Edward Bulmer Natural Paint**  
**ENVIRONMENTAL POLICY**

**Policy Statement:**

Edward Bulmer Ltd (EBL) is an advocate of sustainability and will ensure that the environmental impact of its operations is minimal. This will entail,

- setting objectives to improve our environmental performance, including sustainable sourcing,
- the use of ethical supply chains,
- preventing pollution,
- working to recognised environmental standards as applicable.

EBL will regularly review its environmental practices and work with clients and suppliers to improve the environmental performance of all parties. EBL intends that its own behaviour is an exemplar of environmental best practice – to demonstrate tangible proof that an environmentally high-performing company makes for an effective business.

**Policy Purpose:**

- Ensure that our operations are in alignment with the best sustainability principles.
- Raise awareness of environmental issues and enlist the support of all we work with to improve the company's performance.
- Work with all employees of the company, with clients, with sub-contractors and with suppliers to demonstrate that working sustainably and with environmental sensitivity pays off physically, socially and economically.

**Principles:**

- Review our environmental policy, our purchasing and general operations to set the future direction of our environmental practice.
- Monitor and seek continuous improvement in our environmental performance (as outlined in our Environmental Guidelines). We aim to:
  - minimise our consumption of resources
  - reduce our fossil fuel energy use
  - purchase products with high environmental performance
  - purchase services from providers with effective environmental programmes

- support low-energy transport wherever possible for commuting and business travel.
  - Actively promote recycling both internally and amongst customers and suppliers.
  - Minimise waste by evaluating operations and ensuring they are as efficient as possible.
- Comply with all relevant environmental legislation, identify and apply best practice wherever possible and encourage the adoption of similar principles by clients and suppliers.

## **ENVIRONMENTAL GUIDELINES**

### **Waste Paper**

- Print draft and internal documents on re-used paper
- Photocopy and print double-sided
- Collect white and coloured paper, envelopes, leaflets, faxes, newspapers, and magazines for recycling
- Save and re-use envelopes
- Send back unwanted mail and faxes and ask to be removed from mailing lists
- Make own pad of scrap paper rather than use post-it notes
- Use e-mail as much as possible
- Edit document on screen prior to printing
- Circulate documents electronically rather than photocopying them

### **Surplus Paint**

- Give away surplus paint at our annual sustainability event Spring Greens Fair.
- Give paint FOC or at favourable rates to charities on a discretionary basis.

### **Metal, Plastic and Glass**

- Use recycling containers provided for disposal.
- Offer used paint buckets for upcycling

### **Printer Cartridges**

- Collect and send back for refilling

### **Electrical Equipment**

- Where possible pass unwanted electrical equipment on to other organisations
- Arrange for collection of waste electronic and electrical equipment for hardware recovery where possible

### **Purchasing Policy**

- Purchase paper and stationery items (arch files, wallet envelopes etc) containing post-consumer recycled material when available
- Re-use stationery items as many times as possible

- Buy refilled and refillable cartridges
- Avoid over-packaged goods
- Get our stationery from a company whose environmental policy is compatible with our own policy where possible
- Share office equipment such as staplers rather than buy several
- Use second-hand furniture items and second-hand electrical equipment when possible and where compliant with Health and Safety regulations
- Consider energy efficiency criteria when purchasing new electrical equipment
- Upgrade our computers rather than replace them
- Buy non-hazardous products eg: natural, non-toxic, non-flammable and biodegradable
- Purchase goods from locally based suppliers
- Specify the use of recycled paper and vegetable based inks for all publications
- Specify the use of “Totally Chlorine Free” paper for publicity materials where possible
- Work on office/factory building to increase energy efficiency and switch away from fossil fuels
- Use rechargeable batteries when possible
- Avoid plastic cutlery and disposable items where possible
- Use fair-trade tea, coffee etc
- Use local organic products when possible (milk etc)

## **Energy Conservation**

- Use natural lighting when possible, ie: place work stations near windows
- Turn off lights and all electrical equipment when leaving the office

## **Transport**

- The company is committed to reducing the number of journeys made by motorised transport. However, it is rural based without proper provision of public transport. Walking, cycling or car sharing is encouraged where practicable. Single occupancy car travel will be a last resort.
- When driving, we will obey speed limits and abide by parking restrictions.