



## **SALE SERVICE & MAINTENANCE LTD**

### **ENVIRONMENTAL POLICY**

#### **Company Introduction:**

Sale Service & Maintenance Ltd is a supplier of integrated building services. It operates from its head office in Reigate, Surrey.

#### **Scope of Business Activities:**

The design, supply, installation and commissioning of a range of mechanical, electrical and plumbing services.

The company's contracts range from small day to day jobbing, to large projects such as fast track fit-outs for offices, sound studios, research centres, new or refurbished offices and retail/fitness centres.

#### **Environmental Policy:**

Sale Service & Maintenance Ltd is committed to achieving environmental best practice throughout its business activities, wherever this is practicable. We recognise that the pursuit of the company's economic growth and a healthy environment must be closely linked and that ecological protection and sustainable development are collective responsibilities in which governments, business, individuals and communities all have a role to play.

Sale Service & Maintenance Ltd acknowledges that, in our day-to-day operations we impact inevitably on the environment in a number of ways and we wish to minimize the potentially harmful effects of such activity wherever and whenever possible. Therefore, as part of our continuing drive for quality in all things that we do, we have developed a comprehensive policy statement. That will enable us to set and publish the targets by which our efforts towards sustainable environment improvement can be measured and monitored on a regular basis.

In this way, we aim to protect the health and safety of our own staff and our customers whilst contributing to the future well being of the environment. Our environment responsibility programme is based upon continuous improvement, consistent with current knowledge. Environmental management continues to be a corporate priority, fully integrated into our business. We believe sound environmental practice is the key factor demonstrating effective corporate management.

We will encourage our customers to consider fully the environmental implications of their businesses and the impact on them of environmental issues. We will share information with our customers as appropriate.

We will seek to educate and train our staff to act in an environmentally responsible manner. We have undertaken to help every Sale Service & Maintenance Ltd person to understand and implement the relevant aspects of this policy in their day to day work through the regular communication of objectives, action plans and achievements. A Senior Manager has specific responsibility for policy development, co-ordination and evaluation of performance.

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Sale Service & Maintenance Ltd is committed to minimising the impact of its operations on the environment by use of the best practicable environmental option and the best available techniques to minimise pollution in all operations. This will be done by means of a programme of continuous development. In particular Sale Service & Maintenance Ltd will:

- a) Meet the requirements of all relevant environmental legislation. Where no legislation exists, we shall set our own exacting standards.
- b) Seek to reduce consumption of materials in all operations, reuse rather than dispose whenever possible and promote recycling and the use of recycled materials.
- c) Design energy efficiency into the new services, buildings and products and manage energy wisely in all operations.
- d) Reduce, where practicable, the level of harmful emission.
- e) Market products that are safe to use, make efficient use of resources and which can be reused, recycled or disposed of safely.
- f) Work with our suppliers to minimize the impact of their operations on the environment through a quality purchasing policy. We will encourage our suppliers to pursue best practice. Our procurement policy will take account of this.
- g) Site our buildings, structures and operational plant so that we minimize visual, noise and other impacts on the local environment.
- h) Include environmental issues in discussions with staff representatives, training programmes and encourage the implementation by all Sale Service & Maintenance Ltd staff of sound environmental practices.
- i) Monitor progress and audit the environmental performance and report on an annual basis. The reviews will measure our performance and ensure that we are meeting our policy goals as well as ISO 14001 Environmental Management.

***Any complaints in respect of environmental issues which relate to works or attendance by Sale Service & Maintenance Ltd, please contact the Company Secretary direct on 01737 226711 or email at [info@salegroup.co.uk](mailto:info@salegroup.co.uk)***

Signed.....  Peter Sale, Managing Director

Date: APRIL 2011