



# Environmental Policy

This Policy applies to all Wonde Limited employees, agency staff, subcontractors and other third parties who undertake activity for and on behalf of Wonde Limited.

It applies to the goods and services we procure, our direct operations and the services we provide to our customers.

## Purpose

To provide an effective framework for realising Wonde's commitment to protecting and where possible, enhancing the environment by reducing the company's environmental impacts, preventing pollution, mitigating and adapting to climate change and a low carbon future. The Policy will ensure Wonde promotes sustainability and environmental awareness at all levels within the company.

## Responsibilities

All employees, agency staff, subcontractors and other third parties are responsible for ensuring this Policy is adhered to.

## **Policy**

Wonde works with others to enable growth, create jobs and improve the lives of residents and local communities. With over 60 employees across 4 sites, Wonde recognises its activities impact the environment in a number of ways, principally through our use of:

### **Energy**

In the buildings we work in

In the travel we undertake to and from work

### **Information Communication Technology hardware (ICT)**

### **Paper**

In recognising this, Wonde is committed to protecting the environment and continually improving its environmental performance by:

- Ensuring Wonde complies with all relevant legislation and standards, and the expectations of our customers and other key stakeholders.
- Ensuring we continually review our procurement processes to ensure they support our environmental commitments.
- Ensuring our systems and procedures prevent pollution.
- Adopting a procurement programme which takes into account the environmental impact of products and services and supports the purchase of energy-efficient products.
- Ensuring all our staff are aware of the environmental impacts of their work activities and encourage them through regular awareness and training to minimise those impacts.
- Pursuing a programme of continuous improvement by reviewing our Environmental Policy and related objectives and targets, policies and practices.

Specifically we will:

- Reduce energy consumption across our offices through the introduction of LED light sensors, installation of energy efficient appliances and control minimum and maximum AC temperatures.
- Reduce business travel miles through better journey planning, encouraging a cycle to work scheme, working to a rota of staff attendance to minimise the number of people travelling into work each day.
- Reduce paper consumption through staff awareness and increased use of electronic communication and data storage, operate hot desking which ensures minimal paper is kept.
- Rationalise our use of ICT hardware and ensure that all waste electrical and electronic equipment is reused or recycled where possible.

There are specific policies that address the individual environmental impacts:

- Disposal Policy: for our use of ICT hardware which covers data security and recycling.
- Staff Expenses Policy: which encourages journey planning and alternative modes of transport.
- Return to Work Policy: which indicates a rota for teams / individuals to return to the office following national lockdowns.

To realise our environmental objectives, Wonde both recognises the need for and is committed to communicating our environmental objectives to employees, customers and wider stakeholders. This is achieved via our existing communication channels including: website, business plan, newsletters, team briefings and staff handbook.

This policy and the actions arising from it will be annually reviewed as part of the business planning process which involves Wonde's Executive Team.