

## Environmental Policy



Your  
Company  
Policy



At Datagraphic Ltd, we recognise our responsibilities to the environment, we are committed to minimising waste and pollution. We are dedicated in satisfying the requirements of ISO 14001 with the following commitments and objectives:

- To minimise disturbance to the local environment and to the quality of life of the local communities
- To assess, in advance if possible, environmental effects of new processes and developments
- To provide necessary information to enable proper use, storage and disposal of company products to avoid harm to the environment
- To provide the necessary information to enable employees to operate processes properly and minimise effects on man and the environment
- To develop, maintain and continually improve a comprehensive environmental management system
- To regularly review environmental performance at management level

**Our environmental policy is:**

- Maintained as documented information
- Communicated within the organisation
- Available to interested parties

Our environmental policy also defines the strategic direction of the organisation with respect to the environment, within the defined scope of the environmental management system. The environmental policy provides a framework for establishing our environmental objectives. In addition, the policy sets the level of environmental responsibility and performance required of the organisation, against which subsequent actions can be judged. The environmental policy can also establish the principles of action, for the organisation, as well as being specific to the organisation and appropriate to the organisation's purpose and the context in which it operates. This includes the nature and scale of the organisation's environmental impacts that result from its activities, products and services. The environmental policy is inclusive of the organisation's commitment to fulfil its compliance obligations and its commitments related to protection of the environment, prevention of pollution, and continual improvement.

When developing our environmental policy, the following points were considered:

- Our vision, mission, core values and beliefs
- Guiding principles
- The needs and expectations of, and communication with, interested parties
- The internal and external issues that are relevant to the environmental management system including specific local or regional conditions
- The Coordination with other organisational policies (e.g. quality, occupational health and safety)
- The actual and potential effects on the organisation's activities from external environmental conditions, including events.

The responsibility for establishing the environmental policy rests with the Datagraphic's top-level management. The environmental policy is maintained as documented information that is consistent with, can be included in or linked to, other policy documents of the organisation, such as those associated with quality, occupational health and safety and social responsibility. Top-level management is responsible for implementing the environmental policy and for providing input to

the formulation and modification of the environmental policy. The environmental policy is communicated to all persons working under the organisation's control and made available to interested parties via our website.

### Protection of the environment

Datagraphic's commitment to the protection of the environment is connected to our activities, products, services and location. This is achieved within the organisation, through supply chain management, product use, and/or disposal.

Practical measures to protect the environment include:

- Improved efficiency in use of natural resources, such as water and fossil fuels, for example, through reducing the use, or engaging in re-use or recycling of, natural resources relative to production
- Climate change mitigation through policies in order to reduce its net contribution to climate change
- Improvement in air and water quality through avoidance, substitution or reduction
- Correct management of the chemical on site, including staff training, correct storage, disposal and clean up procedures

### Prevention of Pollution

Prevention of pollution is being incorporated throughout the life cycle of products or services, including design and development, manufacturing, distribution, use and end of life. Such strategies help our organisation to not only conserve resources and reduce waste and emissions but also reduce cost and produce more competitive products and services.

Source reduction can often be the most effective practice because it avoids the generation of waste and emissions and simultaneously saves resources. However, prevention of pollution through source reduction is not practical in some circumstances. The organisation uses a hierarchy approach to prevent pollution giving preference to preventing pollution at its source.

Hierarchy as follows:

- Source reduction or elimination (including environmentally conscious design and development, material substitution, process, product or technology changes, and conservation of energy and material resources);
- Reuse or recycling of materials within the process or facility;
- Offsite reuse or recycling of materials;
- Recovery and treatment (recovery from waste streams on or offsite, treatment of emissions, and releases of wastes on or offsite to reduce their environmental impacts);
- Control mechanisms, such as incineration or controlled disposal, where permissible, however, the organisation will use these methods only after other options have been considered.

### Environmental Sustainability

The environmental policy includes other commitments, such as minimising significant adverse environmental impacts of new developments using integrated environmental management processes and planning.

Where possible, renewable materials are sourced at all levels of the organisation and waste materials from the processes are recycled. Suppliers and customers are encouraged to choose materials that are renewable and/or recyclable and to

minimise the need for landfill. Continuous work is carried out to develop and implement solutions towards sustainability, to reduce emissions and our carbon footprint.

Datagraphic assures against the inclusion of hazardous chemical substances in its products as defined by legal and/or specific customers' requirements. This assurance is maintained by cooperation with suppliers and sub-contractors.

### Environmental Management System

Scope of our environmental management system:

- Appropriate to the purpose and context of the organisation, including the nature, scale and environmental impacts of its activities, products and services
- A framework for setting environmental objectives
- A commitment to the protection of the environment, including prevention of pollution and other commitments to protect the environment. This covers the use of sustainable resources, climate change mitigation, adaptation and the protection of biodiversity and ecosystems
- A commitment to fulfil its compliance obligations
- A commitment to continual improvement of the environmental management system to enhance environmental performance



Robert Hoon

Managing Director

Datagraphic

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