

## Environmental Policy

TripleAconsult provides advice to clients on a wide range of legislative issues such as Fire Safety, Health & Safety and Disability Discrimination in addition to activities such as the provision of auxiliary aids and business solutions to assist clients to manage the output of Safety Management Systems and assessments.

TripleAconsult is fully committed to achieving high standards of performance in minimising the impact on the environment through our activities.

The Company aims to educate, train and motivate our workforce, contractors and suppliers to conduct their activities in an environmentally responsible manner and strive for continuous improvement. In particular, employees will be made aware of:

- the importance of conformance to environmental management systems
- the significant environmental impact(s) of their work activities
- their roles and responsibilities, including any emergency arrangements

We will encourage openness and dialogue with our workforce on environmental issues and responsibility for environmental protection rests with all levels of management and all categories of employee, consultants and suppliers.

This statement applies to TripleAconsult consultants, employees and wherever possible sub-contractors.

Our work carries no environmental burden but by carrying out the following procedures, we aim to minimise our impact on the environment. We encourage all our employees, consultants and suppliers to follow these procedures.

The table below shows the approach which will enable TripleAconsult to reduce the impact of their operations on the environment over the next two years:

| Activity description  | 2008 | 2009 |
|---|------|------|
| • formal monitoring and reporting on progress                           | 100% | 100% |
| <b>Reduction in use of consumables through:</b>                         |      |      |
| • use of electronic communication and reporting as standard             | 100% | 100% |
| • use re-cycled paper for printing and photocopying                     | 90%  | 100% |
| • use double- sided printing and photocopying                           | 70%  | 100% |
| • scrap paper (non-confidential waste) system for note paper and drafts | 100% | 100% |
| • re-cycle waste paper and shredding                                    | 90%  | 100% |
| <b>Reduction in energy consumption</b>                                  |      |      |

| Activity description  | 2008 | 2009 |
|---|------|------|
| • switch off monitors when not in use   | 100% | 100% |
| • power down computer if not to be used for one hour  | 100% | 100% |
| • switch off lighting and heating when not required   | 95%  | 100% |
| <b>Reduction in carbon emissions</b>  |      |      |
| • encourage car sharing and use public transport wherever possible  | 90%  | 100% |
| • combine meetings/audits to minimise travel  | 70%  | 100% |
| • use of skype and other video conferencing to reduce meetings  | 80%  | 90%  |
| <b>Reduction in waste disposal</b>  |      |      |
| • all redundant equipment will be stored, collected, treated, recycled and disposed of in-line with <b>waste electrical and electronic equipment (WEEE)</b> ie separately from your other waste. TripleAconsult will obtain and keep proof that our WEEE is given to a waste management company, and is treated and disposed of in an environmentally sound way | 80%  | 100% |
| • printer toner cartridges will be re-cycled  | 100% | 100% |

This policy will be made available to all clients and partner organizations by publishing the policy on the TripleAconsult website. All employees, consultants and suppliers will be required to agree to the policy prior to commencement of activities.

Signed & dated

Elsbeth Grant

Owner / Managing Director

Dated:

20<sup>th</sup> August 2008

Next review date:

20<sup>th</sup> August 2009

*Elsbeth Grant*  
 20<sup>th</sup> August 2008