

**Tracsis Plc.
Group Environmental
Policy**

1. Introduction

- 1.1. The Company holds a positive approach to environmental matters, and we recognise, understand, and seek to meet our statutory, regulatory and moral obligations.
- 1.2. Our business approach to ESG (Environment, Social, Governance) acknowledges that we are accountable and responsible for impacts resulting from our actions in the environment we operate.
- 1.3. Therefore, Managers at all levels are required to read, understand, and comply with this policy document.

2. Our Approach

- 2.1. We will seek to adopt environmentally responsible systems and procedures in accordance with ISO14001:2015 that ensure the efficient use of energy and resources. Wherever possible we will act in support of the principles of sustainable management and environmental protection, our approach will:
 - 2.1.1. Be precautionary in nature in respect to environmental challenges.
 - 2.1.2. Manifest as tangible initiatives to promote greater environmental responsibility.
 - 2.1.3. Encourage the development and dissemination of environmentally friendly processes and procedures.
- 2.2. Wherever possible and practical we will seek to:
 - 2.2.1. Reduce the number of goods and services procured by cutting down on waste.
 - 2.2.2. Choose the least environmentally damaging goods and services.
 - 2.2.3. Provide value for money by considering the whole life costs of goods and services.
 - 2.2.4. Ensure that environmental criteria are considered when awarding contracts and engaging with the supply chain.
 - 2.2.5. Raise awareness on environmental issues.
- 2.3. We will also work with our suppliers wherever possible and practical to:
 - 2.3.1. Promote environmental awareness.
 - 2.3.2. Encourage suppliers to introduce more environmentally friendly processes and goods.
 - 2.3.3. Assess the environmental credentials of suppliers and their goods.

3. Practical Application

3.1. At the operational level, we will:

- 3.1.1. Consider environmental concerns when selecting project methodologies and materials.
- 3.1.2. Monitor, minimise and dispose of waste responsibly, minimise the resource use (*materials, fuel and energy*) in our business activities.
- 3.1.3. Consider environmental matters in purchasing decisions for equipment and consumables. Prepare environmental information for clients where requested.
- 3.1.4. Seek information on, and comply with, clients' environmental policies.
- 3.1.5. Recycle whenever possible.
- 3.1.6. Dispose of waste materials through approved routes, checking licenses where necessary, and complying with WEEE¹ regulations.
- 3.1.7. Comply with COSHH² regulations.
- 3.1.8. Where practicable, select and approve suppliers on the basis they meet the company's environmental approach and standards.
- 3.1.9. Where practicable, set objectives and targets to demonstrate commitment to continual improvement in environmental performance.
- 3.1.10. Foster a sense of responsibility for the environment amongst staff.
- 3.1.11. Maintain regulatory compliance by ensuring awareness of legislation changes and their implications.
- 3.1.12. Communicate this policy widely.
- 3.1.13. Minimise the movement of staff and use public transport as a first choice.
- 3.1.14. Seek to eliminate the use of paper and use electronic communications as a first choice.

¹ Waste Electrical and Electronic Equipment recycling (WEEE) regulations

<http://www.hse.gov.uk/waste/waste-electrical.htm>

² Control of Substances Hazardous to Health (COSHH) <http://www.hse.gov.uk/coshh/>

- 3.1.15. Reduce attendance of staff at meetings and use telephone and video conferencing over the movement of people.
- 3.1.16. Reduced consumption by reusing or repairing existing materials and goods, whenever possible.
- 3.1.17. Adopt a share, borrow or loan rather than purchase mind-set.
- 3.1.18. Ensure efficient management of the vehicle fleet, in part by utilising the Tracker System to reinforce company vehicle policy, monitor and moderate driver behaviour and better manage tyre wear etc.
- 3.1.19. Fleet Managers, and those supporting wider fleet management activities, will seek to achieve operating efficiencies, by rolling our best practice across the Company.

4. Specialist Advice and Support

- 4.1. Managers can draw on advice and guidance from specialist Environment consultants retained by contract. This service can be accessed by contacting the Group Environmental Manager or the Group Quality and Risk Director.

5. Summary

- 5.1. When conducting business as usual, Tracsis staff at all levels are to remain cognisant of this policy and the overarching approach contained therein. In doing so, we will make environmentally responsible decisions and reduce our overall environmental impact.

These arrangements and procedures will be reviewed annually or when there is a change in circumstances, in work practices or the introduction of new legislation

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