

# ENVIRONMENTAL POLICY

Bright Events Ltd recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods. We will encourage customers, suppliers and other stakeholders to do the same.

## Responsibility

Karen Edwards, Director, is responsible for ensuring that this environmental policy is implemented, however, all employees have a responsibility in their area to ensure that the aims and objectives of this policy are met.

## Policy aims

We endeavour to:

- Comply with all relevant regulatory requirements.
- Continually improve and monitor environmental performance.
- Continually improve and reduce environmental impacts.
- Incorporate environmental factors into business decisions.
- Increase employee awareness.

## Paper

We will:

- Minimise the use of paper in the office.

## Energy and water

We will seek to:

- Switch off lights and electrical equipment when not in use.

## Office supplies

We will:

- Evaluate the environmental impact of any new products we intend to purchase.

## Transportation

We will:

- Reduce the need to travel, restricting to necessity trips only.
- Promote the use of travel alternatives such as e-mail or video/phone conferencing.
- Make additional efforts to accommodate the needs of those using public transport or bicycles.

## Maintenance and cleaning

We will:

- Use cleaning materials that are as environmentally friendly as possible.

## **Monitoring and improvement**

We will:

- Comply with all relevant regulatory requirements.
- Continually improve and monitor environmental performance.
- Continually improve and reduce environmental impacts.
- Incorporate environmental factors into business decisions.

## **Culture**

We will:

- Update this policy at least once annually in consultation with staff and other stakeholders where necessary.
- Work with suppliers, contractors and subcontractors to improve their environmental performance.
- Use local labour and materials where available to reduce CO2 and help the community.

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Karen Edwards

Director

Date: 02 March 2021