



Work House
Environmental Policy
September 2009

Work House (Norfolk) Ltd
Henderson Business Centre
Ivy Road, Norwich, NR5 8BF

01603 251707

www.work-house.org

Work House (Norfolk) Ltd. Registered in England no: 6121546

Statement of Policy

As part of our business aims, we at Work House seek to reduce negative environmental impact wherever possible. This commitment extends to all our activities, endeavouring to prevent environmental damage; minimising energy and resource usage and ensuring the principles of sustainable development are operated throughout all our operations.

Our Commitment:

- Minimise and where reasonably practicable eliminate any adverse impact on the environment arising from the activities of business
- Minimise the use of energy, resources consumed and waste produced, whilst maintaining a professional and safe working environment
- Support the reuse and recycling of materials, emphasised by the development of our recycled product options
- Utilise environmentally friendly companies, products and services wherever possible.
- Use local companies wherever possible (we are Buy Local members), as a way of reducing our carbon footprint.
- Ensure the legal disposal of all wastes arising from the activities of our business.
- Comply with, and wherever possible exceed the environmental requirements of appropriate legislative bodies and our customers
- Minimise the use of non-renewable resources, hazardous chemicals and other pollutants, in favour of using eco-friendly product and material alternatives.
- Utilise the most environmentally-friendly transport options where possible, i.e. public transport, sharing lifts, walking. Where possible we will reduce travel by utilising phone and email / phone conferencing instead.
- Encourage and support clients to utilise public transport where possible, via travel bursaries.
- Ensure all staff are provided with appropriate and adequate information and training
- Continually strive to improve our environmental performance

Last policy review: Sept 09

Next review: Sept 10