



# Environmental Policy

SOLP0009 v3.0



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# SOL

## Environmental Policy

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Position	Director
Signed	<i>William Winter</i>
Date	
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**Document Change Control**

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1.1	Put into new format	17 May 2022	ETB
2.0	New Policy	2 Sept 2022	ETB
2.1	Updated	21 Dec 2022	ETB
3.0	New Policy added	8 Sept 2023	SB



### **Introduction**

This policy has been created to assist SOL Services Ltd in a manner which respects the environment and establishes procedures which the company and personnel should follow in order to ensure that compliance is maintained with current environmental legislation and to minimise our impact on the environment.

### **Scope**

Our policy applies to all personnel irrespective of whether they are full or part time, temporary or permanent or on site or on client's sites. Our policy also applies to contractors or subcontractors or other persons working on our behalf either on site or on client's sites.

### **Policy**

Sol Services Ltd provides best in class construction, refurbishment, and maintenance solutions for private and public sector clients across UK & in the EU.

Our environmental commitments

It is our objective to:

- Minimise the environmental impact of our activities and services, and those of our suppliers and sub-contractors through our Business Management System that is compliant with ISO 14001 and other ISO standards.
- Comply with the environmental legislation and other applicable environmental requirements, and regularly evaluate our compliance.
- Provide the resources and training to those working on our behalf, to manage procurement and use of materials, waste, and energy management.
- Establish, maintain, and measure ourselves against environmental objectives, to ensure compliance and improvement of business performance.
- Proactively commit to the protection of the environment, by preventing pollution and to minimise the environmental impact, for the life cycle (including disposal) of equipment and any other physical assets under our control.

This policy statement will be reviewed annually to ensure that it remains up to date and reflects our strategic direction.

William Winter  
Director

September 2023



### Company Responsibilities

To ensure that this policy is effective we will:

- Implement reasonable controls and measures to comply with relevant legislation
- Take appropriate steps to minimise our impact on the environment
- Develop appropriate procedures and guidelines to maintain compliance
- Introduce appropriate controls, training, instruction, information and supervision
- Endeavour to make continued improvements in our environmental performance
- Minimise our environmental impact by ensuring waste segregation and recycling is carried out where possible
- Review annually and where required update our policy and relevant environmental procedures
- Where required work with clients and local authorities to minimise our environmental impact
- This policy will be reviewed annually or following any significant change or following changes in legislation relating to our processes

### Managing Directors Responsibilities

The Managing Director will take a leading role in managing the company's environmental matters, ensuring that issues are promoted within the business by:

- Setting appropriate standards and policies to meet legislation
- Ensuring that environmental matters are taken into account throughout the business
- Ensuring continued environmental compliance
- Where reasonable and appropriate, making available all necessary resources to ensuring our environmental impact is controlled and measured
- Delegating certain duties and responsibilities to key individuals within the business
- Using environmentally friendly products where appropriate
- Ensure that waste materials are recycled where possible

### Site Managers Responsibilities

The appointed Site Manager will ensure that the Environmental Policy and procedures are adhered to. This will be achieved by:

- Ensuring that any relevant environmental procedures or guidelines are brought to the attention of employees, contractors and subcontractors working on behalf of SOL Services Ltd
- Ensuring that employees under this control follow all relevant procedures relating to environmental systems
- Ensuring that environmental policies are adhered to both on site or on client's sites
- Assisting in the development of procedures and guidelines
- Liaising with clients to ensure their environmental issues are complied with
- Dispose of waste via waste disposal routes ensuring that recycling is carried out where possible

### Employees' Responsibilities

All employees recognise that they have an important part to play in the success of this policy by:

- Complying with the environmental procedures and guidelines



- Ensure that their plant and equipment is properly maintained and ensure that equipment is switched off when not in use
- Taking all necessary care to prevent contamination and spillages
- Cooperating with the company's management in all aspects of environmental management
- Dispose of waste into relevant receptacles
- Ensuring that all environmental hazards are promptly reported to their manager
- Ensuring that all environmental incidents are properly reported in line with the company's procedures

#### Contractors and Subcontractors Responsibilities

Our environmental compliance can only be maintained if contractors and subcontractors adopt our standards, therefore they will:

- Comply with the Environmental Policy and current environmental legislation
- Where required comply with client's environmental policies
- Take reasonable steps to prevent environmental damage from their activities
- Ensure that their plant and equipment is properly maintained and ensure that equipment is switched off when not in use
- Where appropriate use environmentally friendly products
- Cooperate fully with the company's Site Manager
- Promptly report all environmental incidents to the Site Manager

#### Competent Persons

SOL Services Ltd will consult with competent persons as required to ensure that its environmental objectives are met.

#### **Instruction, Training and Communication**

Appropriate training and communication will be provided to ensure that employees, contractors, and subcontractors are aware of their environmental responsibilities and to inform them of what measures they can take to ensure that SOL Services Ltd meets its environmental objectives.

This will be achieved by:

- Issuing relevant policies, procedures and guidelines to employees, contractors, and subcontractors
- Providing suitable training courses to enable employees to deal with specific areas of environmental control
- Provision of information through notice boards and posters
- Provision of toolbox talks to employees, contractors, and subcontractors
- Raising the profile of environmental issues throughout the business

#### Emergencies

All incidents that may have serious or have the potential for a serious environmental impact shall be immediately controlled and rectified. Emma Tanner-Broatch must be informed of all environmental incidents occurring within the business. If working on a client's site, then the Site Manager will be informed of any incident or potential incident so that controls can be implemented.



### **On Site Procedures**

- Work areas must be cleaned at regular intervals
- Waste must be segregated and disposed of via the appropriate method dependent upon the waste type
- Waste must be stored in suitable containers on site prior to disposal to minimise the potential for vermin and fires
- Waste must not be stored within 2 meters of any building on site
- Waste must be disposed of via licensed waste contractors with waste transfer tickets being retained for future reference
- Any spillages of hazardous substances on site must be absorbed and disposed of in a safe and controlled manner
- Should hazardous substances enter top water or foul watercourses then the relevant authorities must be informed immediately

### **Auditing and Monitoring**

To ensure the effectiveness of the environmental policy, SOL Services Ltd will continually review and monitor its performance by:


- Carrying out regular audits and reviews of its environmental performance
- Provide feedback from audits to all relevant employees and clients
- Develop appropriate action plans where required which will enable new initiatives to be identified and improvements to be implemented
- The company operates an Environmental Management System that conforms to the requirements of the international standard ISO 14001:2015.


### **Monitoring and Review**

This policy will be reviewed annually or whenever a significant change occurs.



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