

## **THE ELLIOTT ENVIRONMENTAL POLICY**

Revision 2 : April 2009

Elliott International has defined the organisation's environmental policy in accordance with all applicable Laws and Regulations as well as and in pursuance of continual improvement of the activities of the company, to improve the environment. We are committed to respecting and protecting the environment and preventing pollution. In doing so our activities will be covered by an environmental management system in line with the requirements of the International standard ISO 14001.

We shall ensure that these systems are implemented, maintained and understood throughout the organisation through the following objectives:

- Commitment to comply with all legal and other requirements.
- Identify and manage environmental risks.
- Audit, review and continuously improve practices, systems and programs.
- Consider Environmental requirements in supplier selection.
- Provide and manage resources essential for the implementation, documentation, review and maintenance of this policy.

In practice and to ensure our commitment to pollution prevention and environmental conservation, our aims are:

### 1. Waste Reduction

We are committed to reduce, re-use and recycle waste and all Elliott/Partners are informed of our commitment to waste reduction. We take the following steps to achieve this:

- Recycle waste including paper, cardboard, plastics, glass, cans, and IT equipment.
- Return printer cartridges to suppliers for re-use.
- Reduce printing and paper waste through monitoring systems.
- Re-use printed paper for internal work.
- Minimise paper use by storing information digitally rather than paper files.

### 2. Recycling

Elliott's aim to recycle resources and utilise recycled materials where possible. Recycling practices we undertake include:

- Use of recycled paper for printing and stationary products where possible.
- Provide recycling bins for paper around the office and encourage all employees to make good use of them.
- Recycle all printer cartridges.
- All packaging used is recyclable and is re-used wherever possible.
- Use appropriate disposal and recycling routes for all Waste Electrical, Electronic Equipment, Oils and other Contaminate Waste.


### 3. Energy and Water Saving

All Elliott People/Partners are made aware of the need to conserve energy as a part of their induction training. We conserve energy wherever possible by:

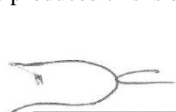
- Switching off appliances, computers and computer screens when not in use.
- Using rechargeable batteries for all battery-powered appliances.
- We minimise the use of air conditioning and lights in our offices, especially when areas are not in use.
- Energy efficient globes are used where ever possible.

### 4. Pollution Prevention


Chemicals of a corrosive or hazardous nature are not used and our cleaning products are environmentally friendly wherever possible. Where waste is produced this is disposed of in a safe and responsible manner.




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Brad Barker



Kim Becker



Dave Hibbert

06/04/2009  
Date