

# Allgood Group Environmental Policy

## Introduction

Allgood Group companies recognise that they have a responsibility to the environment above and beyond statutory regulatory requirements.

We are committed to reducing our environmental impact and continually improving our environmental performance as an integral and fundamental part of our business strategy and operating methods.

It is our priority to encourage our customers, suppliers and all business associates to do the same. Not only is this sound commercial sense for all but it is also a matter of delivering on our duty of care for future generations.

During 2007, the Board were in discussions with the Carbon Trust to seek advice as to how to reduce our environmental impact. A full audit of our London offices was then carried out by an independent energy consultant and a number of initiatives were identified that we are in the process of adopting.

In May 2008, the Board decided to investigate the ISO 14001 environmental accreditation and the work to attain this is currently in hand with a target date of June 2009.

## Policy

The Allgood Group consists of three operating companies located on four locations in London, Birmingham, Manchester and Glasgow. An employee from each company has been appointed as the local environmental representative to promote the policies that the company has adopted and to generally educate staff to the benefits of these initiatives. Wherever possible, the Board has identified current usage of energy and office supplies per site and produced targets of reductions to aim for.

Furthermore our supply chain partners supplying products for our companies to sell continue to be challenged to provide a similar policy indicating that they are taking steps to reduce their impact on the environment and to prove that they are making every attempt to manufacture products as efficiently as possible. Companies not wishing to provide this information risk losing our business.

Our own targets include:

- Energy and water usage
- Packaging usage in warehouse
- Paper and print cartridge usage and recycling
- Cleaning materials used - must be environmentally friendly
- Monitoring staff travelling to work - those based in the offices encouraged to use public transport and to car share if possible.

It is absolutely crucial that all staff employed by our business are actively involved with these aims and are encouraged to be mindful of our and their impact on the environment

## Transportation

### Target:

To decrease our greenhouse gas emissions from Company owned vehicles.

### Strategy:

Review Company car list to encourage the choice of more energy efficient vehicles and consider purchase of hybrid vehicles.

Encourage staff to use public transport where possible.

Encourage car sharing.

## Energy and water usage

### Target:

To reduce electricity and gas kwh consumed by 5% each year; to monitor meter readings and ensure water volume usage does not increase from current consumption.

### Strategy:

Appoint a local environmental representative in each Allgood office to promote the policies adopted by the company and read meters on monthly basis.

To report back to the Board on 6 monthly basis.

To generally help to educate staff in the benefits of these initiatives.

To review our current office energy consumption and reduce it by way of using energy efficient lamps and fittings where practicable and to encourage the switching off of unused lighting and office equipment.

## Office Consumables

### Target:

To decrease paper consumption by printing double sided when possible.

To pursue the goal of issuing invoices, purchase orders and correspondence to customers and suppliers electronically to reduce use of paper and envelopes.

To recycle all used printer and fax machine toner cartridges.

To recycle up to 90% of our scrapped white paper.

To re-use envelopes for all internal mail between offices

To use obsolete printed paper in our fax machines where possible.

To ensure all cleaning materials are environmentally friendly.

### Strategy:

To use local office environmental representative and office managers to encourage attainment of these targets.

To ensure all toner and scrap paper is recycled and instruct cleaning company to ensure cleaning materials comply with our requirements.

### Warehouse Packaging Usage:

### Target:

To decrease use of packaging.

To increase recycling of paper, cardboard and scrap metal.

### Strategy:

Warehouse manager to monitor packaging usage and ensure the recycling is part of the normal warehouse procedures.

## Review Policy

The current environmental policy document is shown on our web-site. An annual review will take place so that any alterations or amendments to the current procedure can be included.

Board of Directors

Allgood plc

Reviewed and updated April 2009