

# SECURIT INTEGRATED SECURITY SERVICES LIMITED

## General Requirements

Environmental Policy Statement & Arrangements

Section Reference:	5.3
Issue Number:	2
Issue Date:	26.11.17 Reviewed (26.07.2019)
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## Statement

Secur-it Integrated Services Ltd objective is to create a climate of excellence, not only in our products, services and quality, but also for our employees, clients and other persons affected by our activities. This ongoing commitment also includes the environment. In order to achieve this, the following policy has been established and introduced into the day to day operations of the company.

We will manage our activities to minimise where ever practicable, their effects on the environment. In this we are committed at all levels within the company, to continual improvement. We recognise that this will only be achieved through regular monitoring of our environmental performance against objectives regulated and constantly improved by a committed management team and compliance with the following;

- To assess the effect of all future undertakings on the environment, reducing this effect to a minimum by adopting an environmentally friendly policy, including an appraisal of such effects when sourcing materials. Giving attention to materials supplied from re-cycled or sustainable sources.
- Identification of the risk of pollution arising from any of our activities, products or services, such risks shall then be either eliminated or effectively controlled.
- When such risks are controlled and where practical, the company will meet or exceed all regulatory standards and requirements relating to environmental matters. When regulatory standards do not exist we will adopt safe and environmentally acceptable standards.
- To reduce or alleviate adverse environmental effects and waste caused by our activities, products, services and discharges.
- Ensure all company employee's involvement in all environmental issues, providing suitable training and support achieve these standards.
- Ensure all persons or companies working on our behalf are made aware of and agree to comply with this policy.
- Ensure that all products, materials and services supplied by third parties can be used, handled, stored and disposed of, in a manner that safeguards the environment and health and safety of all.
- Will undertake environmental audits, measuring results against established targets.
- Management will endeavour to follow, national or international initiatives towards environmental issues.
- Review annually our Carbon footprint and work to offset this by 2022.



Rick Cooke  
Managing Director

22<sup>nd</sup> June 2019

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## Arrangements

### 1. Introduction

These Environmental arrangements have been developed in accordance with the requirements of ISO 14001:2015.

### 2. Planning

#### 2.1. Environmental Aspects and Impacts

Environmental aspects that impact on the company and have or may have a significant impact upon the environment are identified and reviewed on an ongoing basis.

#### 2.2. Legal and Other requirements

The company maintains a register of all external documents including customer and regulatory requirements applicable to its scope of operations. Access to current and proposed legislation is obtained via various publications including Netregs, NQA, WRAP and the Environmentalist Magazine website. These sources are accessed monthly by the Head of electronic Security and are utilised to identify proposed changes in legislation and as sources for general information and advice.

#### 2.3. Objectives and Targets

Environmental Objectives and targets are developed as part of the company's annual Management Review and monitored on an ongoing basis following implementation. Ongoing objectives and measurable targets are agreed that are consistent with the Environmental Policy and the company's commitment to pollution prevention.

#### 2.4. Implementation and Operation

- Structure and Responsibility

The Operations Manager is responsible for the development and implementation of documented procedures and processes and for the continued effectiveness of the process; including staff awareness.

- Competence, Training and Awareness

Training and development of staff, including environmental awareness is monitored by the Operations Manager on an ongoing basis. Site specific environmental controls are addressed via site induction and briefing activities.

- Communication

The established process for communication of information regarding the environment is by company briefing, management meetings, supervisors meetings and tool box talks. Communications from other interested parties are passed to the Operations Manager who will ensure that they are documented and relevant responses made. All complaints are managed by the Operations Manager.

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Due to the limited nature of the company's environmental aspects, these are not communicated externally.

## 2.5. Checking and Corrective Action

- Monitoring and Measurement

The company has formal processes in place to monitor, review and measure activities that may have a significant impact on the environment on a regular basis. These are recorded against company objectives and targets. Reviews of any newly introduced client requirements or changes to applicable legislation are formally recorded.

- Evaluation of Compliance

Compliance with applicable legal requirements is evaluated as part of the annual audit programme. The results of these audits are recorded and passed to the managing director and the Senior Management Team for information and action as required.

- Nonconformity, Corrective and Preventive Action

Where required, changes to company procedures are implemented as a result of corrective or preventive actions undertaken.

- Control of Records

Periodic reviews are carried out to ensure that retention periods of specific records continue to meet legal and client requirements.

- Internal Audit

Internal management System audits are conducted against an agreed audit programme to determine whether the policy continues to conform to planned arrangements and whether these arrangements are effectively implemented across the company. The results of these audits are recorded and reviewed by the senior management team for information and action as required.

- Management Review

A Management review shall be carried out at least annually which shall include the following as part of the formal review agenda:

1. Review of actions from previous management reviews
2. Suitability, adequacy and continued effectiveness of the environmental policy statement
3. Significant environmental impacts and modifications since the last review
4. Legislative compliance
5. Objectives and Targets
6. Monitoring and measurement

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7. Status of non-conformance reports and preventive actions
8. Results of audits since last review
9. Internal and external communications including those from other interested parties
10. Continued effectiveness of the documented policy

This list is not exhaustive. Outputs from the Management review shall include any decisions, actions or recommendations for changes or improvements to the documented policy consistent with the environmental policy commitment to continual improvement.