

East Midlands Pharma Environmental Policy

Scope

This policy applies to all employees, associates, agency staff and third parties who undertake activity for, and on behalf of East Midlands Pharma. It applies to the goods and services we procure, our direct operations and the services we provide to our customers. East Midlands Pharma operates within a suite of interdependent policies and procedures, which are implemented collectively in order to deliver the objectives of the Environmental Policy.

Purpose

To provide an effective framework for realising East Midlands Pharma's commitment to protecting, and where possible enhancing, the environment by reducing environmental impacts, preventing pollution, mitigating and adapting to climate change and a low carbon future.

Responsibilities

All employees including associates, agency staff and third parties are responsible for ensuring that this Policy is adhered to.

Policy

With over 100 employees across 2 sites, East Midlands Pharma recognises that its activities impact the environment in a number of ways, principally through:

- Energy – including the heating, lighting and electricity we use in the buildings we occupy and when working from home.
- Business travel – emissions to air from our business-related travel.
- Disposal of information communication technology hardware (ICT) – we have an obligation to ensure safe and secure recycling of IT assets in accordance with relevant regulations. Use of paper – through the paper we use in our day-to-day operations.

In recognising this, East Midlands Pharma is committed to protecting the environment and continually improving its environmental performance by:

- ensuring compliance with all relevant legislation and standards, and the expectations of our customers and other key stakeholders
- ensuring our systems and procedures prevent pollution
- ensuring our suppliers are able and are encouraged to support our environmental commitments
- ensuring we continually review how we can make improvements to our environmental performance
- continually improving our environmental management system
- conforming to the ISO14001:2015 Environmental Management Systems standard

Specifically, we will:

- reduce energy consumption across our sites through staff awareness and improved controls
- reduce business travel miles through better journey planning
- reduce paper consumption through staff awareness and increased use of electronic communication and data storage
- rationalise our use of ICT hardware and ensure that all waste electrical & electronic equipment is reused or recycled where possible
- reduce the amount of waste produced by considering purchasing decisions, and whether items can be reused or recycled, before putting them into the bin
- utilise recycling facilities available to recycle paper, plastic bottles, cans, batteries, waste electrical items and other waste streams

In addition, there are specific policies that address the individual environmental impacts:

- from our use of ICT hardware via a company wide IT Policy, which covers data security and recycling
- from our business mileage via a Staff Expenses Policy, which encourages journey planning and alternative modes of transport

To realise our environmental objectives East Midlands Pharma recognises the need for, and is committed to, communicating our environmental commitments and performance to our suppliers, employees, customers and wider stakeholders. This is achieved via our procurement processes, and our existing communication channels to employees including our policy management system and group wide awareness raising emails.