CP-01- Environmental policy

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<td>V6.0 – UNCONTROLLED</td>
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**Purpose:** To implement environmental procedures that will reduce the likelihood of Alzheimer’s Society’s operations having a detrimental effect on the local, regional and global environment.

**Scope:** This policy applies to the Society’s Central office at Crutched Friars and contracted third parties (inc. agency staff).

**To be approved by:** (✓✓✓✓ when complete)

Approved By Strategic Leadership Team 15/05/2018

**Monitoring Arrangement:** This policy will be monitored on an operational and legal basis. Changes to the application of this policy will be made as appropriate during the life of this policy.

**Training/Resource Implications:** N/A

**Date Approved** 15/05/2018

**Date of Issue** 15/05/2018

**Review Date** 14/05/2019

**Contact for Review** HEALTH, SAFETY AND ENVIRONMENTAL MANAGER

**Publication** (✓ where relevant)

Arena update or other mailing 08/06/2018

Internet Posting 08/06/2018

For further information on the management of this policy please contact:

**Job Title** HEALTH, SAFETY AND ENVIRONMENTAL MANAGER

**Contact Details** 43-44 Crutched Friars
London
EC3N 2AE
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0 POLICY STATEMENT

Alzheimer’s Society recognises that its operations have an effect on the local, regional and global environment. The Society is committed to providing a quality service in a manner that ensures a safe and healthy workplace and minimises its potential impact on the environment and also recognises how external environmental impacts may affect its operational objectives.

Signature here- R.G. Ru
Date here- 5 June 2018.
1. **INTRODUCTION**

   Alzheimer’s Society will:

   1.1 Protect the environment, prevent pollution and integrate the consideration of environmental concerns and impacts where possible into all of its decision making activities.

   1.2 Promote environmental awareness among its employees and volunteers and encourage them to work in an environmentally responsible manner;

   1.3 Train, educate and inform its employees, volunteers and anyone working on behalf of the Society (e.g. consultants, contractors) about environmental issues that may affect their work.

   1.4 Maintain the waste hierarchy – following the following order of preference for waste reduction – reuse – recycling and energy recovery

   1.5 Purchase and promote efficient use of materials and resources where possible throughout the organisation including water, electricity, raw materials and other resources, particularly where those are not renewable;

   1.6 Avoid unnecessary use of hazardous materials and products, seek substitutions where feasible, and take all reasonable steps to protect human health and the environment when such materials must be used, stored and disposed of;

   1.7 Where required by legislation or where significant environmental hazards exist, develop and maintain appropriate emergency and response programs;

   1.8 Communicate its environmental commitment to its suppliers and contractors, those who use its services, the public and other interested parties, and encourage them to support it.

   1.9 Strive to continually improve its environmental performance and minimize the social impact and damage of activities by periodically reviewing its environmental policy in light of its current and planned future activities;

   1.10 Set environmental objectives, targets and monitoring designed to improve its environmental performance;

   1.11 Comply with all applicable environmental legislation.

2. **PURPOSE AND SCOPE**

   2.1 This document applies to all employees on permanent or fixed-term appointments and all volunteers.

   The scope of this policy covers Alzheimer’s Society operations at its Central office location at Crutched Friars; Activities at this location are solely office based and do not entail significant environmental risk.

   The EMS enables Alzheimer’s Society to manage its interactions with the environment and to demonstrate its commitment to:

   - Preventing pollution
   - Meeting applicable legal and other requirements
   - Continual improvement.

   The scope of this policy will also include the impacts of suppliers of materials and services to Crutched Friars.
3. MONITORING AND REVIEW

3.1 Alzheimer’s Society will monitor the implementation of this policy through; internal audit quality assurance, continual improvement and the use of external agencies.

3.2 Alzheimer’s Society is committed to implementing and maintaining an ISO14001 Environmental Management System.
### Document control record

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<th>Revision No.</th>
<th>Originator</th>
<th>Description of change</th>
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