




Dan Ray **Building Services Ltd**

# Environmental Policy

Last Review Date: *23/07/2018*

Review by: *Joe Murray (Director)*

A handwritten signature in black ink, appearing to read 'JMurray', is positioned below the text 'Review by: Joe Murray (Director)'. The signature is fluid and cursive.

A decorative graphic consisting of several overlapping, wavy, red lines that create a sense of motion and depth, spanning the width of the page.

Design, Installation & Project Management  
of Building Services. Specialists Within the  
Process & Manufacturing Industry.

## **Introduction**

Dan Ray Building Services Ltd. recognises that day-to-day operations can impact both directly and indirectly on the environment.

We aim to protect and improve the environment through effective management and by adopting the best practice wherever possible.

Dan Ray Building Services Ltd. will work to integrate environmental considerations into all business decisions and adopt greener alternatives wherever possible, throughout our operations.

In all our activities we aspire to:

- Comply fully with all relevant legal requirements, codes of practice and regulations
- Prevent pollution to land, air and water
- Reduce water and energy use
- Minimise waste and increase recycling where commercially possible
- Identify and manage environmental risks and hazards
- Involve customers, partners, clients, suppliers and subcontractors in the implementation of our objectives
- Promote environmentally responsible purchasing
- Provide suitable training to enable employees to deal with their specific areas of environmental control
- Improve the environmental efficiency of our transport and travel

All employees are responsible for working towards the objectives contained within this policy.

## **Environmental Practices**

Dan Ray Building Services Ltd. will seek to promote environmentally friendly solutions within all fields of our business and will continue to maintain and improve our current environmental practices to control and make best use of all resources.

The managing director will consider and review the environmental impact of any operations when considering the development of the business and will meet all relevant environmental legislation and regulation appropriate to the business.

Dan Ray Building Services Ltd. will review the environmental impact of their activities and, should there be any areas that have a significant, adverse effect on the environment, Dan Ray Building Services Ltd. will act to correct this.

Such areas will include:

- Materials used
- Packaging and recycling
- Energy usage
- Travel and transport
- CO<sup>2</sup> emissions
- Waste

Dan Ray Building Services Ltd. will ensure control of any waste or discharge, which may have an adverse effect on the environment. We will minimise pollution discharges caused by our activities.

During our work, Dan Ray Building Services Ltd. will be sensitive to the environmental impact on the local community and will seek to minimise the consequences of our work in respect of environmental nuisance.

All employees will be made aware of the impact of their actions on the environment and the Company's environmental policies and objectives and will be encouraged to adopt environmentally friendly practices.

## **Environmental Impacts**

### *Nuisance*

Dan Ray Building Services Ltd. will be considerate and put in place the appropriate control measures to reduce any nuisance that could be caused to the local communities or neighbours as a direct result of our works.

The nuisance activities such as works that can create dusts and noise will be assessed at the planning stages and will be controlled using appropriate measures and through use of our MSRA's.

### *Waste*

At present Dan Ray Building Services Ltd. do not transport any waste materials as the contracts are for principle contractors and end clients who provide the skips on a static site with no requirements for transportation on the public highway as such.

This will be reviewed for each individual contract as part of our evolving environmental plan. If the requirement to transport waste on the public highway arises then Dan Ray Building Services Ltd. will apply for a Waste Carriers Licence from the Environment Agency.

### *Segregation of Wastes on Site*

Dan Ray Building Services Ltd. will enforce any requirements for segregation as instructed by the principle contractor or end clients.

### *Sustainability*

There are several initiatives that are available for businesses, Dan Ray Building Services Ltd. seek to use sustainable materials during our works, and resource materials from responsible suppliers.

In addition to this, Dan Ray Building Services Ltd. monitor and record:

- Fuel usage
- Vehicle usage
- Employee travel

## **Complaints Procedure**

All complaints received by Dan Ray Building Services Ltd. are taken very seriously. Dan Ray Building Services Ltd. strives to ensure that all customers and contractors are given the best service possible, however when occasionally there is a break down in the procedures, the company would like to know so that every effort can be made to rectify the situation and produce a satisfactory outcome.

There are several ways in which a complaint can be put to Dan Ray Building Services Ltd. All complaints are to be reported to the managing director (Daniel Murray) in the first instance via:

- direct verbal contact
- written letter
- emails

We will try to resolve the complaint in the first instance, by direct communication and with an amicable solution.

## **Policy Review**

We will monitor the effectiveness of this policy and as part of continual improvement, the policy will be reviewed regularly.

Name: ..... (Employee/Agency Worker/Consultant/Contractor)

Signed: ..... Date: .....