



**Girling Jones Ltd**

**"SuperGreen" Policy**



## Mission statement

Girling Jones recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods, with regular review points. We will encourage customers, suppliers and other stakeholders to do the same.

### Responsibility

Simon Girling is responsible for ensuring that the environmental policy is implemented. However, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

We endeavour to:

- Comply with and exceed all relevant regulatory requirements.
- Continually improve and monitor environmental performance and our supply chain
- Continually improve and reduce environmental impacts.
- Incorporate environmental factors into business decisions.
- Increase employee awareness and training.

### Paper

- We will minimise the use of paper in the office.
- We will reduce packaging as much as possible.
- We will seek to buy recycled and recyclable paper products.
- We will reuse and recycle all paper where possible.

## Energy and water

We will seek to reduce the amount of energy used as much as possible.

Lights and electrical equipment will be switched off when not in use.

Heating will be adjusted with energy consumption in mind.

The energy consumption and efficiency of new products will be taken into account when purchasing.

## Office supplies

We will evaluate if the need can be met in another way.

We will evaluate if renting/sharing is an option before purchasing equipment.

We will evaluate the environmental impact of any new products we intend to purchase.

We will favour more environmentally friendly and efficient products wherever possible.

We will reuse and recycle everything we are able to.

## Maintenance and cleaning

Cleaning materials used will be as environmentally friendly as possible.

Materials used in office refurbishment will be as environmentally friendly as possible.

We will only use licensed and appropriate organisations to dispose of waste.

## Monitoring and improvement

We will comply with and exceed all relevant regulatory requirements.

We will review with all staff twice a year to ensure they comply with our policy

We will continually improve and reduce environmental impacts.

We will incorporate environmental factors into business decisions.

We will use local labour and materials where available to reduce CO2 and help the community.

# Our Carbon Pledge

We commit to offset double  
our carbon emissions each  
year via "OakOffsett"



# Annual Targets

Carbon Footprint  
2020 = **67.1 tCO<sub>2</sub>e**  
2021 = **-60 tCO<sub>2</sub>e**

Paper Use  
2020 = 95kg  
2021 = 93.5kg

2021

Energy Use  
2020 = 3865kwh  
2021 = 2892kwh

Water Use  
2020 = 87.47m<sup>3</sup>  
2021 = 87.47m<sup>3</sup>

# Zero Impact Supply Chain

(Please follow hyperlinks for supplier details)

[Carbon Neutral Web Hosting](#)

[Renewable Electricity](#)

[LED Lighting](#)

[Green Business Insurance](#)

[Ecover Cleaning Products](#)

[Woodland Trust Paper](#)

[Sustainable and Fair Tea and Coffee](#)

Organic Milk and Fruit delivered on foot

[Green Corporate Gifts](#)

# A Lighter Touch

(Please follow hyperlinks for details)

[Cycle to Work scheme for all staff](#)

[Lightfoot Company funded for all Drivers](#)

[Girling Jones Electric Car](#)

[Zero to Landfill – 100% of our office waste is recycled](#)

All toilets have [water hippos](#)

Reusable water bottles for all staff

All company literature online – no hard copies

[Hot/Cold tap installed to replace the kettle and water dispenser](#)

Paper reduction policy implemented

# Spreading the Word

(Please follow hyperlinks for details)

**Girling Jones SuperGreen team launched**

**[Quarterly Environmental Field Trips](#)**

**Environmental Social Media Strategy**

**SMART environmental objectives in all staff business plans**

**[Daily Environmental posts via ContentApp](#)**

**[Working with the REC to set the standard](#)**



# Our Green Partners

**Tim Bouget**



Award winning Chef and Owner of ODE True Food "sustainable restaurant of the year 2018"

**Zac Goodall**



Environmental Scientist and Sustainability Coordinator



Signed: \_\_\_\_\_

Name: Simon Girling

Position: Director

Last Reviewed : 04/01/2021

Next Review : 19/09/2021