



**Plastica Ltd**

## **Environmental Policy**

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**HS&E 11**

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## 1.0 General Statement of Policy

Plastica Ltd is a professional and environmentally conscious organisation, which acknowledges the impact that our operations may potentially have on the environment.

### Aims and objectives

The clear objective of Plastica Ltd is to minimise any impact on the environment by:

- allocating suitable and sufficient resources and by implementing appropriate systems so that all legal duties are met
- taking steps to reduce our impact on the environment by cutting the amount of energy the company uses wherever reasonably practicable
- planning and organising deliveries and staff travel, so that road travel is kept to a minimum
- investing in low-energy technology
- preventing pollution and reducing waste wherever practicable
- considering the effects that our operations may have on the local community
- ensuring effective and expedient incident control, investigation and reporting
- identifying that if the company doesn't have staff with the appropriate levels of competence in-house, it will seek competent advice from an experienced professional
- identifying all environmental legislation that applies, both directly and indirectly, to the company's activities
- establishing a system to monitor and report on the outcomes of this policy
- reviewing and updating this policy on an annual basis to facilitate continuous improvement

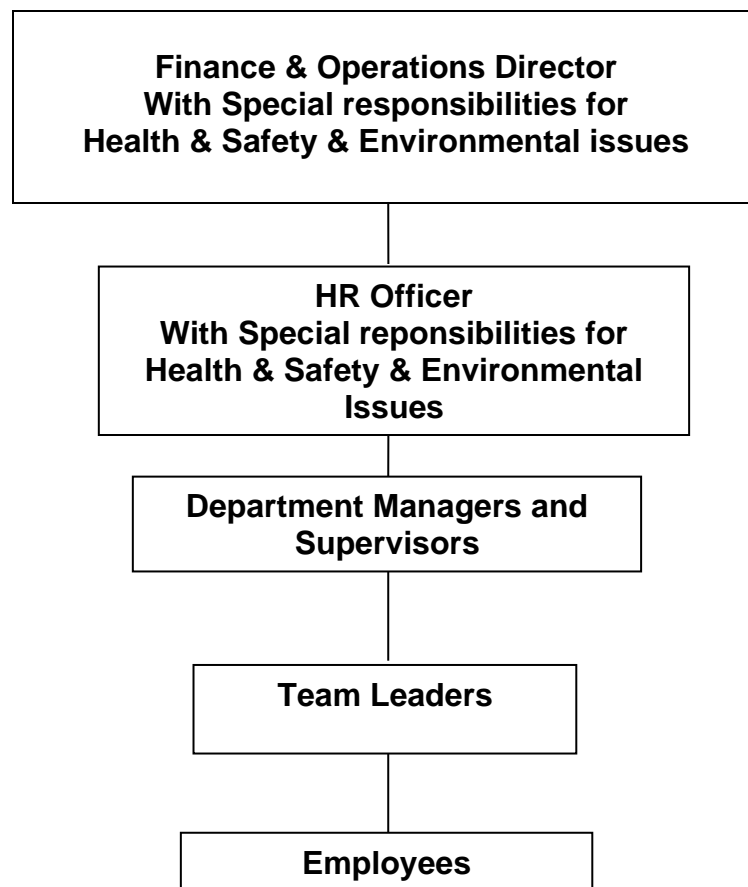
### Commitment

The Finance & Operations Director, with specific responsibility for Health, Safety, Fire and Environmental Issues (FOD HSFE) will take overall responsibility for ensuring that this policy is fully adopted into the Company. All employees and sub-contractors are expected to co-operate and assist in the implementation of this policy. This includes co-operating with management on any environment-related matter.

Signed: \_\_\_\_\_  
Ian A Warne  
Finance & Operations Director (FOD HSFE)

Date: \_\_\_\_\_

## 2.0 Environmental Management Organisational Structure



### 3.0 Environmental Responsibilities

The FOD HSFE has overall responsibility for the Environmental Policy and its implementation.

They will ensure that:

- the Environmental Policy is available to all employees on the Company Intranet
- all employees are made aware of their personal responsibilities
- appropriate training, resources and support are available to all staff
- environmental issues are to be given appropriate consideration
- risks to the Company relating to potential incidents at work, environmental impacts, loss or damage to Company property, and risks to the public through the Company's activities are properly evaluated.
- liability is covered by appropriate insurance and that advice is given to the extent to which risks are acceptable, whether insured or not
- report to the Board and keep them apprised on all matters regarding environmental management
- ensure that environmental management data is collected, reviewed and reported on
- ensure that Company procedures, instructions and guidance are regularly reviewed and amended as necessary
- provide environmental advice to managers, employees and customers using, as necessary, specialist external advisors/consultants
- promote positive environmental values throughout the Company
- communicate effectively with external organisations, such as the Environment Agency, regarding the policy and its implementation
- investigate environmental incidents and record all findings and make recommendations for the prevention of similar incidents
- liaise with the procurement and project managers on contract standards and any future changes or additions required to the policy
- monitor the effectiveness of the procedures by workplace inspections and audits and report on any improvements that may be required.

It is the responsibility of the FOD HSFE to ensure the allocation of adequate finances and other resources for the effective implementation of the Environmental Management system. Key topics requiring specific resource allocation are: management representation; training; emergency response equipment; monitoring and measuring equipment and record keeping systems.

The HR Officer with Special Responsibilities for Health, Safety, Fire and Environmental Issues (HR HSFE).

They will:

- the Environmental Policy is available to all employees on the Company Intranet
- they assist with ensuring all employees are made aware of their personal responsibilities
- they assist with ensuring appropriate training, resources and support are available to all staff
- assist with ensuring environmental issues are to be given appropriate consideration
- assist with ensuring risks to the Company relating to potential incidents at work, environmental impacts, loss or damage to Company property, and risks to the public

through the Company's activities are properly evaluated.

- assist with ensuring that environmental management data is collected, reviewed and reported on
- assist with ensuring that Company procedures, instructions and guidance are regularly reviewed and amended as necessary
- assist with promoting positive environmental values throughout the Company
- assist with communicating effectively with external organisations, such as the Environment Agency, regarding the policy and its implementation
- assist with investigating environmental incidents and record all findings and make recommendations for the prevention of similar incidents
- assist with liaising with the procurement and project managers on contract standards and any future changes or additions required to the policy
- assist with monitoring the effectiveness of the procedures by workplace inspections and audits and report on any improvements that may be required.

Directors and managers are at all times responsible for implementation of the Company's Environmental Policy. All members of the management team shall:

- understand the Company's Environmental Policy
- set a positive personal example
- identify and organise appropriate training for their staff
- actively promote a positive environmental culture through their areas of responsibility
- ensure the Policy is implemented properly and that any delegated duties are correctly performed
- ensure that all agreed actions are implemented as soon as practicable
- suspend any work or other activity which is considered to constitute an immediate danger to the environment. The circumstances should then be fully investigated and no work shall be allowed to continue until the appropriate remedial action has been taken
- ensure that regular environmental inspections are carried out and that environmental issues are actively managed and controlled
- ensure that the overall environmental performance of company sites is discussed at regular intervals with all contractors and sub-contractors
- report any problems or improvements to this policy to the appropriate director
- actively promote, at all levels, the Company's commitment to effective environmental management

All employees are required to:

- understand the Company's Environmental Policy
- co-operate with the Company in complying with duties and requirements imposed by relevant statutory provisions and Company procedures
- co-operate with the Company in complying with environmental management duties and requirements imposed by management
- not interfere with, or misuse anything provided in the interests of environmental protection
- report all environmental incidents to your manager/supervisor.

## **4.0 Environmental Arrangements**

Our environmental policy is prefaced by an overall Environmental Policy Statement. This statement is supported by further documents which show our environmental organisation and list the responsibilities of managers and staff.

In addition to these we have a number of practices on individual topics including:

- Energy management
- Waste hierarchy
- Waste minimisation and recycling
- Noise monitoring and assessment
- Nuisance noise reduction and control
- Waste water management
- Diesel storage
- Environmental incident investigation
- Environmental incident reporting
- Continuous improvement
- Audits
- Fire prevention
- Flood prevention
- Permit compliance
- Pollution response
- Dust management
- Fume and odour management

All of the above together with this Policy document make up our Environmental Policy as referred to in the sections below.

#### **4.1 Competence, Training and Information**

Plastica is advised by the competent authority, the ESFRS and the DGSA on environmental matters.

Environmental training programmes will be implemented with the object of achieving personal awareness of the risks and hazards to the environment associated with the work we undertake.

We are planning to create an internal H&S Training package for staff to cover the relevant policies including the Environmental Policy.

Our Environmental Policy is available on the Company Intranet.

Information about new environmental issues, incidents, procedures etc. will be shared with staff via emails, notices and the intranet.

#### **4.2 Management and Measurement of Environmental Performance**

When planning work activities, full account is taken of those factors that help to eliminate potentially harmful emissions/discharges, waste or other forms of pollution such as noise. Decisions about operational priorities are to take proper account of the environmental constraints that may be present and the environmental impact created.

An annual review of our Environmental Policy will be carried out to ensure that the procedures and control measures remain valid and relevant to our work activities. Further reviews may be carried out as and when required. All updates and amendments to the documentation will be circulated to all company personnel.

### **4.3 Environmental Impact/Risk Assessments**

Environmentally considerate systems of work will be established and monitored. These will incorporate where applicable the findings of environmental risk assessments. Environmental risk assessments are used to identify the standards, requirements and prohibitions which apply to any particular work activity or workplace.

Where required in relation to particular projects we will undertake an environmental impact assessment.

### **4.4 Identifying Relevant Environmental Legislation**

We will identify the legislation which applies to our activities and ensure that our policies and procedures reflect the legal requirements placed upon us. We will ensure that new and updated legislation is promptly identified and that senior managers and directors consider the changes which are needed to accommodate any new legislative requirements.

### **4.5 Environmental Incident Management**

All incidents, no matter how minor, will be reported and recorded on an Environmental Incident Report and/or COMAH Incident Report form. Significant incidents will be promptly investigated to ensure that the appropriate preventative measures are implemented to prevent a recurrence.

In the immediate aftermath of an incident we will, where applicable, follow H&S 02 The Major Accident Prevention Policy.