

Environmental Policy Statement

As Building Services Consultants, Low Carbon Consultants and Energy Advisors the advice given to Clients on the energy usage and the implementation of low energy and low carbon technologies in new and refurbished buildings is the principle way in which we are able to reduce the UK's carbon emissions. Also, as part of our own office and business operation Bianco Sale Limited aims to protect the environment by ensuring the sustainable use and disposal of scarce resources.

This policy translates the core environmental aims and beliefs of the organisation into objectives and guidelines for action, which will inform and have an impact on all areas of our work.

Bianco Sale Limited will:-

- Apply the principles of sustainable development - that is, development which meets the needs of the present without compromising the ability of future generations to meet their own needs.
- Strive to achieve the highest available environmental standards in all areas of its operations.
- Adopt a total 'cradle to grave' assessment and responsibility for its activities.
- Minimise the use of all materials, supplies and energies.
- Minimise waste production in all areas of the organisation and aim for waste-free processes.
- Purchase, where feasible, sustainable products for use in the organisations' operations, ie recycled, FSC or low environmental impact products and energy from renewable sources.
- Expect similar environmental standards from any partners involved in our work.
- Publicise our environmental position.
- Encourage employee involvement in environmental action.
- Adopt an environmentally sound transport strategy.
- Include environmental and ethical considerations in investment decisions where appropriate.
- Assess the environmental impact of all its operations on a continual basis.
- Assist in developing solutions to environmental problems and support the development of public policy.

Bianco Sale Limited has implemented the following to specifically meet each area of its environmental policy. This list shall be reviewed and updated on an annual basis.

Energy Usage, Carbon Emissions and Water

1. Monitor gas, electricity and water use on a weekly basis and prepare weekly usage graphs to allow carbon emissions to be monitored. This information shall be published to staff.
2. Monitor monthly CO₂ emission information (gas and electricity), paper use (equated to the number of reams per person and trees), CO₂ emissions from business travel and CO₂ saved on projects. This information shall be published to staff.
3. Undertake annual Display Energy Certificate (DEC) Assessments to compare against industry benchmarks for similar office environments. Publish this information to staff and on the company website.
4. Ensure PC's and monitors are off overnight and at weekends.
5. Only use cooling when required in peak summer.
6. Only use lights in office areas when required. Turn off via local switches.
7. The Open Plan office area is provided with PIR controlled luminaires with T5 lamps to reduce energy use.
8. Use 'Hippo' water saving devices in all toilets to reduce the water volume.

Waste Reduction and Recycling

1. The company follows the principles of 'Eliminate, Reduce, Re-use, Recycle'.
2. The waste to landfill has been reduced by implementation of a recycling scheme for paper, card, ink cartridges, magazines, plastic and glass. Since implementing the scheme the companies waste to landfill has been reduced by 50%.
3. Recycle disused computer and office equipment via a local recycling scheme from the Envibe Recycling database.
4. Minimise paper use by considering if the document must be printed. If so, then ensure the document is printed double sided.
5. Consider the need for a check plot when printing drawings to check. If a check plot is required, print on a smaller sheet of paper.
6. Not use A0 size paper for drawing use.

7. The preferred method to issue drawings, specifications and reports is via email. This is stated in our fee proposals. If specifications are to be issued in paper copy, these are to be issued in double sided format.
8. The principle networked photocopier/printer is programmed to operate in double sided mode as standard.

Green Travel

1. A Green Travel Plan is included as part of the briefing pack given to staff when new projects commence. This includes the identification of the nearest tube or train station and bus routes that can be used.
2. Corporate Oyster cards have been provided to encourage the use of local bus and train services.
3. Staff have been provided with a plan of the local bus routes in the Croydon area. This is displayed in the Kitchen and Main Office.
4. Visitors to the office are provided with green travel options via the Bianco Sale Limited website. A link has been provided to the TfL Journey Planner to assist in travel options to the offices.

Green Purchasing

1. The company currently has a contract with First Impressions Last Longer (Sustainable Office Suppliers) to supply all office consumables such as post it notes, ink cartridges, pads of paper, files, archive boxes, pens etc.
2. All appropriately sized cardboard boxes are stored at the office and collected and reused by First Impressions Last Longer for deliveries to other companies.
3. The company purchases recycled A4 and A3 paper.
4. The company purchases recycled paper for headed paper.
5. The company purchases business cards using recycled card.

Achievements

1. A reduction in paper use in the office from 2006 to 2008 of 60% in reams per person.
2. A reduction in electricity use in the office (kWh) from 2005 to 2008 of 25%.
3. A reduction in gas use in the office (kWh) from 2005 to 2008 of 17%.
4. Water use has remained constant despite increasing staff numbers.
5. Our car/public transport usage (percentage split) from 2006 to 2008 has been reduced from 76%/24% (Car/Public Transport) to 70%/30%.

Targets for 2009/10

1. Continue reductions in paper, electricity, gas and water use.
2. Improved car/public transport split and an increased percentage of travel using public transport. Aim for a 60%/40% split (Car/Public Transport).

Reviewed and Updated
Next Review

July 2009
July 2010

Signed



Andrew Sale
Director
Bianco Sale Limited