



## WASTE MANAGEMENT AND RECYCLING POLICY

### GENERAL STATEMENT

It is our company policy to ensure a high level of commitment to good environmental policies throughout our business activities. It is our intention to develop this policy by minimising the production of waste, through good purchasing practice of materials used throughout the business and reuse and recycle materials whenever practical to do so.

To help ensure we give proper consideration to our environmental and waste management responsibilities and to assist in the minimisation of waste and the recycling of materials wherever practical, systems are implemented to encourage the recycling of material with a view to minimising the overall levels of waste we produce both at our head office and on site. All staff are expected to abide by these procedures and co-operate with management in the execution of this policy.

### SPECIFIC AIMS

As part of our commitment to protecting the environment and reducing waste levels, we have adopted the following specific aims:

- 'Be more Green'. Cultivate a work ethic with a high level of awareness of waste management, waste minimisation and a desire to recycle and reuse materials when practical.
- Promote economy in the use of materials generally and in particular paper and the selection of print formats and document styles in our offices, with the ultimate goal to go paper free.
- Encourage a plastic free environment and recycling initiative within the office.
- Encourage the use of recycled/reclaimed materials; materials from sustainable sources and those that are suitable for disposal by recycling.
- Favour suppliers who actively operate according to sound environmental principles.
- Minimise waste by encouraging the exchange and re-use of equipment and materials amongst departments and on our construction sites.
- Develop waste management strategies that include recycling procedures and schemes.
- Encourage employees in our office and on our sites to promote and establish recycling schemes that are relevant to their individual activities.

### RECYCLING

We are committed to continually review and expand our recycling policy with appropriate procedures being developed and implemented in the future. It is our company policy to ensure a high level of commitment to good environmental policies throughout all our business activities. It is our intention to minimise the production of waste and omissions, through good purchasing practice of materials used throughout the business, reuse and recycle materials whenever practical to do so.

All of our goods supplied are package free and we ensure that the materials we use are ethically sourced with minimum packaging when supplied to us, if possible. All suppliers that we partner with are required to complete a pre-qualification to ensure they hold the correct and up to date qualifications for us and our clients. As part of that we ensure that their policies on recycling, waste management and sustainability, is in accordance with GBS. Our aim is to only use suppliers who have made a commitment to reduce the environmental impact across the whole life cycle of their product or service.



## WASTE MANAGEMENT

Creating, obtaining and transferring waste off site is unfortunately inevitable within the construction industry that we operate in. Roshal Space Consultant Ltd hold a certificate of registration under the waste (England and Wales) regulations 2011, regulated and approved by the Environment Agency which ensure that any waste is handled and disposed of in the correct and approved manner according to this regulation.

As a company we compile a waste transfer file holding all details of waste transferred. A Waste transfer certificate is completed for any waste carried which details the EWC Code of waste, the producer of the waste, the vehicle details carrying the waste, where it is collected from and the general description of waste. This is signed by the producer of the waste and also the operative transferring it. Once the waste is returned to our site, it is segregated and collected by our waste management company (Golding Skip Hire) and the appropriate paperwork is then completed on their behalf with before taken off site. This system ensures full traceability and a continuous audit trail as required by the waste management regulations.

Signed:

A handwritten signature in black ink, appearing to read "CP", written over a light grey horizontal line.

Craig Parsons  
Managing Director  
Roshal Space Consultants Ltd

Date: 24th April 2023