

## Environmental Statement

Sussex Coaches recognises that its activities have an environmental impact and minimising any negative elements of that impact is an integral part of its overall business objectives. It also acknowledges that environmental performance is an important measure of the company's overall performance by clients. Effective environmental management is an essential business objective and is also driven by the Company's overall commitment to the social and ethical principles that underlay this. The Company implements an environmental management policy which ensures the following:

- Establishment of standards and management procedures to ensure that all the requirements of relevant environmental legislation and regulations are met and that, where practically possible, all environmental requirements of clients are met.
- Commitment to invest in fleet replacement with cleaner and or low emission vehicles on going
- Regular objectives and targets are set to minimise the Company's environmental impacts and to ensure continual improvement in performance. Performance is measured against the objectives and targets and to confirm compliance with legislation.
- Procedures to reduce consumption of materials in all operations, promoting reuse rather than disposal wherever possible, and promoting recycling and the use of recycled materials.
- Initiatives to achieve energy efficiency in offices and the use of vehicles.
- Where applicable to the company's activities at any time, procedures for minimising the potential occurrence of, and mitigating the impacts of, environmental incidents in order to prevent pollution and nuisance.
- Reduction, wherever practicable, of the level of harmful emissions from any activity
- Any waste materials are dealt with appropriately.
- Awareness of environmental issues within the company by training.
- Communication on the environment with interested parties, through a spirit of open dialogue and proactive involvement.
- Publication of this environmental policy in appropriate ways.
- Commitment to identifying and allocating the necessary resources to implement the policy and the environmental management system fully and successfully.
- Review of the policy, at least every twelve months, as part of the annual management review, and where necessary on an ad-hoc basis in response to any circumstances, such as an environmental



incident, significant change in Company activities, response to Client requirements etc, which would necessitate its review

### **Staff Environmental Policy**

It is our policy that staff are to take the following measures to reduce our environmental impact:

- Drive in a manner to encourage reduced fuel consumption.
- Plan routes to avoid excess time and distance vehicle travels.
- Turn vehicles off when parked, waiting, or stopped in traffic or at a level crossing for example, where passenger welfare allows.
- Ensure Oils and chemicals are handled in the correct way to mitigate any environmental impact
- Report immediately to a manager any spills.
- Ensure environmentally thoughtful use of the rest and work areas,
  - For example:
    - Ensure rubbish is recycled.
    - Turn heaters off whilst the building is vacant
    - Ensure the door is closed if the heating is on.
    - Turn lights off when building is vacant, when safe to do so.
- Consider appropriateness of materials used for a task, and if the material can be reused or recycled.
- Challenge yourself and colleagues to consider and suggest improvements that can be made to mitigate our environmental footprint.
- Consider alternate means of transport to work, for example by bike, or car sharing with a colleague.
- Ensure electrical equipment is not left on standby for prolonged periods.
- Ensure minimum paper wastage, print double sided where possible and consider a need to print at all.
- Last person out to ensure all heating, lighting, and electrical equipment is turned off.

