

ENVIRONMENTAL POLICY

Butler & Young Associates, providers of Professional Consultancy Services to the Building & Construction Industry recognises its responsibility to ensure that the business activities do the least possible damage to the environment and that we adhere to environmental obligations.

The Directors of the Company are committed to a policy of Environmental Management throughout the Company activities, ensuring that services are provided in such a way as to minimise the environmental effects of material usage and disposal. Furthermore the Company is committed to a process of continual improvement of environmental performance and will regularly monitor the environmental objectives that have been set.

Butler & Young Associates will provide the necessary organisation, commitment, communication to staff and training to achieve this duty.

The Company will ensure that these objectives and requirements are achieved by:

- *Incorporate environmental factors into business decisions.*
- *Assess and minimise any negative environmental impacts and maximise any positive impacts of our operations.*
- *Minimise the impact of all operations on the local and global environment and the quality of life of the local communities in which the Company operates.*
- *Compliance with all relevant environmental legislative and regulatory requirements*
- *Re-use or re-cycling of waste materials whenever possible, prior to disposal.*
- *Reviewing the way in which materials are designed, procured and supplied so that the amount of waste generated on construction sites can be minimised, where possible.*
- *Influence and support considerations of a life cycle perspective.*
- *Minimise all emissions and discharges (Noise, Gaseous, Solid and Liquid) ensuring compliance with all regulatory controls and promote carbon efficiency.*
- *Minimise the use of paper in the office and seek to buy recycled and recyclable paper products.*
- *Minimise the use of resources (Materials, Fuel and Energy) there by reducing wastage. E.g. lights and electrical equipment will be switched off when not in use and heating adjusted with energy consumption in mind.*
- *Use passive and low energy systems where possible.*
- *Reduce the consumption of energy by implementing energy saving systems in our office e.g. low energy lighting, dual-flush toilets, use of natural light in work spaces.*
- *Consideration of environmental effects and commitment to pollution prevention in all business decisions including the specification of materials or equipment and the adoption of new technology/processes and achieve environmentally responsible procurement.*
- *Encouraging all third parties involved with our business to adopt a policy of environmental management and communicate this policy to all contractors and suppliers.*
- *Actively engage with our workforce and other interested parties including customers, designers, regulators, clients, supply chain, communities and other partners to enhance the environmental performance of our operations and promote sustainable outcomes.*
- *Promote new ideas and initiatives through internal communication.*
- *Provide adequate resources for the achievement of the policy objectives.*
- *Raise awareness of environmental issues through briefings, training and development of all employees, and encourage initiatives that enhance environmental performance and adopting best practice techniques.*
- *Reduce the need to travel and promote travel alternatives such as email or video/phone conferencing.*
- *Develop and maintain emergency procedures to deal with any significant environmental hazards or incidents that may arise as a result of our activities.*

Within this overall objective, we have both a moral and legal obligation to ensure that we work safely and to ensure that others work safely. To this end, Butler & Young Associates maintain a Health and Safety Policy. All members of the Company are required to work within the framework of this policy. In addition the Company operates a formal Quality System, Certificated to ISO 9001:2015.

The nature of our activities places particular emphasis and demands on the experience and expertise of the staff employed. High levels of responsibility and reliance are associated with all aspects of our work and a commitment to continued professional development and training exists to ensure that all staff are suitably qualified and equipped to meet these requirements and help promote the benefits of environmental responsibility to staff.

We will work to enhance the quality of the environment by encouraging our employees to use current knowledge and experience to anticipate environmental problems that could arise from their professional activities.

The Directors of the Company have given the HSQE Manager full authority to carry out the Environmental Policy for the Company, and all Company personnel are required to co-operate with the HSQE Manager in carrying out this task.

We will involve staff in the implementation of this policy, for greater commitment and improved performance. All new personnel will be made aware of the Environmental Policy during their Company Induction.

This policy will be made available to all interested parties on request.

The Environmental Manual and the associated Quality Procedures including policies, objectives and targets are reviewed at least annually to achieve continual improvement and ensure continuing suitability.

The approval of this document is by the Management of Butler & Young Associates.



SIGNED

M Wetton, Director

DATED 8 July 2024