SPLASH|BACK

Environmental Management System

1. Environmental Policy

Spalshback.co.uk is committed to conducting its operations in a sustainable and environmentally responsible manner. We aim to minimize our environmental impact, comply with all relevant legal and regulatory requirements, and continuously improve our environmental performance.

2. Scope of the EMS

This EMS applies to all operations carried out by splashback.co.uk.

3. Legal and Regulatory Compliance

We will identify and comply with all relevant UK environmental legislation and regulations, including:

- Waste management regulations
- The Environmental Protection Act 1990
- Control of Substances Hazardous to Health (COSHH)
- Clean Air Act 1993
- Any sector-specific environmental requirements

4. Environmental Aspects and Impacts

We will identify our activities that impact the environment and assess their significance.

Significant Environmental Aspects:

- **Energy Use**: Use of electricity and gas in our premises
- **Waste Generation**: Office and production waste
- **Transport**: Emissions from business travel or deliveries
- **Water Use**: General consumption and potential pollution

We aim to reduce these impacts through better management, awareness, and investment in more sustainable options.

5. Objectives and Targets

Objective	Target	Responsibility	Timeline
Reduce electricity usage	10% reduction over 12 months	Operations Director	Annual
Minimise paper waste	50% reduction by moving to digital systems	All staff	6 months
Improve recycling rate	Achieve 80% recycling of all waste	Operations Director	12 months
Promote eco-friendly transport	Encourage staff to use public transport or cycle	Operations Director	Ongoing

6. Roles and Responsibilities

- **EMS Coordinator**: Operations Director
  - Ensures EMS is implemented and maintained
  - Tracks progress on environmental objectives
- **All Employees**:
  - Follow procedures
  - Report any environmental incidents or opportunities for improvement
- **Senior Management**:
  - Provide resources and support
  - Review EMS performance annually

7. Operational Controls

We implement the following controls:

- Clearly labelled recycling bins and waste segregation
- Purchasing policy favouring eco-friendly and recycled products
- Maintenance schedules for equipment to ensure energy efficiency
- Safe storage and handling of hazardous substances

8. Emergency Preparedness and Response

We assess risks and prepare for potential environmental incidents:

- Spillage procedure and spill kits available
- Fire safety measures in place and maintained
- Emergency contact list displayed and up to date

9. Monitoring and Measurement

We regularly monitor:

- Energy and water usage (via bills/meters)

- Waste levels (from waste contractor reports)
- Progress toward targets (reviewed quarterly)

10. Internal Audit and Review

- Internal EMS audits will be conducted annually
- Management review meetings will be held yearly to assess effectiveness and make improvements
- Employee feedback will be considered in reviews

11. Continuous Improvement

We are committed to continuous improvement through:

- Staff training and awareness
- Regular review of environmental aspects and impacts
- Updating procedures and targets based on performance