

British Expertise Environmental Policy

GUIDELINES ON GOOD ENVIRONMENTAL PRACTICE

British Expertise will:

1. Consider the potential environmental impact of any new planned activities or developments, work to minimise any negative impacts and, where possible, seek to make a positive contribution to the local environment.
2. Aim to reduce energy use and improve energy efficiency.
3. Aim to minimise the use of all consumable materials and use renewable and recyclable materials where possible.
4. Continue, where possible, to recycle office and kitchen waste and review what further measures can be undertaken.
5. Encourage all staff to adopt environmentally sound transport policies, and to apply these to our missions abroad.

CURRENT APPLICATION OF THE GUIDELINES AT BRITISH EXPERTISE

We already take account of measures to reduce waste by recycling:

All types of paper (including recycled photocopying paper), cardboard and newspapers; plastic bottles, glass, tins.

We are also concerned to encourage Westminster Council to make arrangements collect ALL this recyclable waste.

Toner cartridges

Our procedures designed to save energy and regulate the use of resources include:

Controlling heating and ventilation, so that energy is saved when the building is unoccupied.

Switch off IT equipment, including printers and VDUs, when users are not in the building.

Using low-energy lighting where possible.

Monitoring energy use. (we are unable to monitor water use)

Encourage the use of electronic rather than paper filing where possible.

Responsibility for the implementation, monitoring and development of these guidelines lies with the Office Manager.

G S Hand
Chief Executive

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