



SF Alliance Security

ENVIRONMENTAL POLICY

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SF Alliance Security
ENVIRONMENTAL POLICY STATEMENT

1. SF ALLIANCE SECURITY will take steps wherever possible to protect and improve the environment consistent with the running of an efficient business.
2. SF ALLIANCE SECURITY intends to comply with the letter and the spirit of the United Kingdom environmental law, and any European Union directives adopted by the UK.
3. SF ALLIANCE SECURITY shall take action where possible to enhance the natural environment in line with Government environmental strategy and the principal of environmental sustainability.
4. SF ALLIANCE SECURITY have a particular responsibility to ensure that we:
 - ◆ Increase the efficiency with which we use energy
 - ◆ Reduce the amount of waste produced by where possible recycling
 - ◆ Control of emission of noxious or harmful fumes into the atmosphere
 - ◆ Nurture in our employees a continual awareness and regard for environmental matters
5. All employees working within SF ALLIANCE SECURITY have a legal obligation to comply with this policy, and those of our Clients, by ensuring the manner in which they conduct their daily employment does not have any detrimental effect on our environment.
6. It is responsibility of all Managers and Supervisors, within the Environmental Management structure to ensure that this policy is carried out within the areas of their responsibility.
7. This policy will be kept under review and amended as and when necessary or when any changes to the relevant legislation are implemented.

THE ORGANISATION

1. The main current legislation which deals with the environment is The Environmental Protection Act 1990. This policy applies to the properties that SF ALLIANCE SECURITY occupies. It does not apply to our client's sites. To enable SF ALLIANCE SECURITY to comply with this legislation the organisation of individuals within SF ALLIANCE SECURITY will be as detailed in the following paragraphs.
2. The Director, Mr. Mazhar Hussian, will have overall responsibility for all aspects of Environmental Policy and management within SF ALLIANCE SECURITY. His deputy, in his absence, will be the Health & Safety Advisor, _____.
3. All Directors and Managers are to ensure that the employees in their departments comply with this policy. They are to appoint a deputy to be responsible for environmental matters in their absence.
4. All employees have a responsibility to ensure they comply with the policy and with any environmental measures issued by SF ALLIANCE SECURITY as part to a commitment to maintaining our environment.

ARRANGEMENTS

1. The main objective of the Environmental policy is to protect the Environment wherever possible.
2. It is important that we are able to measure the success of any programme. To enable us to do this performance indicators have been established for each of the following areas:
 - ◆ Waste Management
 - ◆ Transport Management
 - ◆ Energy Conservation
3. Base-line figures have been calculated for Head Office. Where these figures are available, to enable us to establish our current status and, where necessary to permit realistic targets to be set.
4. A system of bi-annual audits will be initiated to monitor progress of SF ALLIANCE SECURITY in striving to achieve our Environmental goals. The Environmental Adviser will be responsible for co-ordinating these audits throughout SF ALLIANCE SECURITY.

SECTION THREE

WASTE MANAGEMENT

1. SF ALLIANCE SECURITY being an “office” environment does not produce as much waste as a “manufacturing” company would. By far our largest waste material is paper and this section will address the measures to be implemented to reduce and dispose of the amount of paper waste we produce.
 2. Each year the UK spends over £4,000 million consuming 9 million tonnes of paper and board. More than half of this is imported. It would require a forest the size of Cornwall to be cut down each year to produce this amount of paper and board. Although most of the forests that are cut down are subsequently replanted even a temporary denudation of the forest results in a reduction in the absorption of carbon dioxide and hence contributes towards the greenhouse effect.
 3. Recycling paper can have the following benefits on the environment
 - ◆ Reduces the energy required to produce paper by up to 50%
 - ◆ Reduces the need to reduce natural habitats to make way for forest planting.
 - ◆ Reduces the use of bleaches.
1. There are companies who will collect and pay for paper to be recycled. The Office Manager is to make contact with a local company to arrange for the recycling of their waste paper. All offices within SF ALLIANCE SECURITY are to be encouraged to put waste paper into the recycling bins and not into normal rubbish bins.
 2. There are several initiatives that can be taken to reduce the amount of waste paper that we as a company produce and where at all possible these are to be put into immediate effect, they include:
 - ◆ Writing only when a telephone call will not suffice
 - ◆ Greater use of the “E” mail system
 - ◆ Circulating documents rather than copying them to each individual
 - ◆ Photocopying and typing documents and letters on both sides of paper where at all possible (i.e. Internal documents)
 - ◆ Reducing distribution lists to a minimum
 3. Following these rules has a considerable potential for reducing consumption of paper.

TRANSPORT MANAGEMENT

One form of atmospheric pollution is from smoke, has been greatly reduced by legislative means over the last forty years. A bigger threat to air quality now comes from emissions from vehicles.

Cars, Lorries and other vehicles are a significant and growing source of air pollution. The government has introduced stricter controls for emission standards for new vehicle and checks of existing standards as part of the MOT test.

1. With a few exceptions every time SF ALLIANCE SECURITY uses vehicles run on diesel or unleaded fuel.

These emissions are taken into the body by inhalation or digestion and thence into the blood stream. Some of the lead is excreted but some remains in the body tissue and bone structure. Large quantities of this in the body can lead to a breakdown of the central nervous system, blood forming organs, the kidneys and the gums, the skin and the extensor muscles of the wrist or foot. A recent study over the last fifteen years shows that even low exposure to lead emissions can cause reduced intelligence and affect behaviour in children.

2. There are several simple precautions that we can all take when driving vehicles, be they company cars, vans or our own personal means of transport. Most of these are common sense but do bear repetition:

- ◆ Is the journey really necessary? Are there alternatives
- ◆ Can Public transport be used instead of the car or van
- ◆ Planning a combination of journeys and personnel
- ◆ Careful route planning
- ◆ Economical driving style (i.e. 56 mph, switching off if stationary for any length of time)

3. To assist help reduce fuel consumption, regular servicing of vehicles is to be carried out in accordance with the manufacturers recommendations

ENERGY CONSERVATION

In a recent white paper the government stated that “Global warming is one of the biggest environmental challenges that are facing the world today”. The most significant contribution that any company can make towards this is to reduce the need to burn “fossil fuels” by reducing the consumption of the energy we use.

Burning “fossil fuels”, which are looked upon as unrennewable sources of energy as they take so long to be reproduced, creates carbon dioxide which adds to the “green house” effect.

1. SF ALLIANCE SECURITY is committed to an improved efficiency in the amount of energy that we use.
2. Not only does a reduction in the energy we use help preserve the environment; it can also have the benefit of a financial saving for SF ALLIANCE SECURITY.
3. Therefore it is SF ALLIANCE SECURITY policy that the consumption of energy is to be managed in an efficient manner in order to reduce running costs and enable resources to be free for other concerns.

Responsibility

1. All Managers are to regard the proper control of energy consumption to be part of their overall management responsibilities.
2. Head Office is to nominate an employee as the Energy Manager. The Energy Manager is to have direct access to all departmental managers.
3. All employees within SF ALLIANCE SECURITY have a role to play in helping to conserve our energy consumption by assisting in the reduction of energy wastage wherever possible.

Methods of Saving Energy

1. Each of us can assist in the conservation of energy by putting into effect some, if not all of the following recommendations:
 - ◆ In the office environment the main consumer of electricity is lighting. The common belief that it is wasteful to switch off fluorescent tubes (strip lamps) for a short period of time is a myth. If the room is empty for five minutes and the conventional strip light switched off there is energy saving. All employees are to ensure that if a room is empty in excess of five minutes or there is no real need for lights to be on, and then they are to switch off all unnecessary lights.

- ◆ If office equipment such as computers are not in use then energy can be saved by switching them off. The prime example of this is when employees go out to lunch or to a meeting and fail to switch off their machines. All employees are encouraged to switch machines off when not in use.
 - ◆ The recognised comfort zone for temperature in the workplace is between 16 and 24 degrees Fahrenheit. By keeping doors and windows closed when heating is being used during the colder periods we can stop heat escaping thereby reducing the amount of energy used. Area office Energy Managers are to assess their working environment and eliminate any drafts which may be detected.
2. The Energy Manager is to be ever vigilant to ways of conserving energy within their working environment.
 3. We can all, even in the office environment, assist in saving our energy resources and, following these simple guidelines, an energy saving reflected in a fuel consumption costs achieve an initial reduction of 7.5%. All managers are to strive to meet this target.