

# ENVIRONMENTAL POLICY STATEMENT

Crown Workspace provides business class standard moves and changes including office and IT relocation services, storage, specialist relocations, interior refurbishment, IT refurbishment, sustainable office furniture and equipment solutions. Our approach is underpinned by our Business Management System, certified to ISO 14001, ISO 45001 and ISO 9001. At the heart of this sits our Environmental, Sustainability and supporting policies, which should be read in conjunction with one another.

To this end we will:-

- Always follow circular economy principles and the waste hierarchy, encouraging reduction and reuse where possible.
- Aim to provide a zero-waste to landfill service to our customers.
- Maintain ISO 14001:2015 certification, ensuring all company sites and activities are covered by the scope of the certification.
- Maintain appropriate accreditations and certifications to demonstrate the safe, secure and sustainable handling of wastes such as redundant IT equipment and confidential documents.
- Reduce the carbon footprint of our services as far as possible, for example by specifying energy efficient equipment in fit-outs, and offering carbon reporting to clients.
- Reduce the environmental impact of our vehicle fleet by using a modern fleet of vehicles which meet the highest emission standards, and state-of-the-art logistics planning to reduce mileage and fuel consumption.
- Conserve energy and natural resources through careful planning and efficient use.
- Train and encourage our employees to conduct their activities in an environmentally responsible manner via our in-house training programme.
- Prevent pollution and protect the environment by the safe storage, use and handling of chemicals, oils and diesel, and the substitution of these with less harmful alternatives where possible.
- Commit to continually improving the EMS to enhance environmental and sustainability performance. We will do this by setting increasingly ambitious objectives and targets, developing and promoting our sustainable services, and seeking to influence our staff, clients and stakeholders.

Responsibility for ensuring the policy is fully implemented lies with the Regional Director. All Crown Workspace employees have a duty to adhere to this policy.



**Phil Oram**

Regional Director, Crown Workspace  
28th February 2020