Alexdd
Training

Sustainability Policy Statement

Alex D&D Training Ltd is committed to promoting sustainability. Concern for the environment and promoting a broader sustainability agenda are integral to Alex D&D Training's professional activities and the management of the organisation. We aim to follow and to promote good sustainability practice, to reduce the environmental impacts of all our activities and to help our clients to do the same.

Our Sustainability Policy is based upon the following principles:

- To comply with, and exceed where practicable, all applicable legislation, regulations and codes of practice.
- To integrate sustainability considerations into all our business decisions.
- To ensure that all staff are fully aware of our Sustainability Policy and are committed to implementing and improving it.
- To minimise the impact on sustainability of all office and transportation activities.
- To make clients and suppliers aware of our Sustainability Policy, and encourage them to adopt sound sustainable management practices.
- To review, annually report, and to continually strive to improve our sustainability performance.

In order to put these principles into practice we will:

- Avoid physically travelling to meetings etc where alternatives are available and practical, such as using teleconferencing, video conferencing or web cams, and efficient timing of meetings to avoid multiple trips. These options are also often more time efficient, while not sacrificing the benefits of regular contact with clients and partners.
- Reduce the need for our staff to travel by supporting alternative working arrangements, including home working etc.
- Minimise our use of paper and other office consumables, for example by double-siding all paper used, and identifying opportunities to reduce waste.
- As far as possible arrange for the reuse or recycling of office waste, including paper, computer supplies and redundant equipment.
- Reduce the energy consumption of office equipment by purchasing energy efficient equipment and good housekeeping.
- Purchase electricity from a supplier committed to renewable energy. Seek to maximise the proportion from renewable energy sources, whilst also supporting investment in new renewable energy schemes.
- Ensure that timber furniture, and any other timber products, are recycled or from well-managed, sustainable sources and are Forest Stewardship Council (FSC) certified.
- Purchase fair-trade and/or organic beverages.
- Undertake voluntary work with the local community and / or environmental organisations and make donations to seek to offset carbon emissions from our activities.
- Ensure that any Subcontractors, Suppliers or Designers that we employ take account of sustainability issues.

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- Where possible deploy “Virtualisation” technology in the IT Department to ensure that the Company’s energy consumption requirements are minimised by reducing the amount of physical machines required to mount IT solutions onto.
- Strive to achieve a more paperless office. To this end several document management systems have been developed that allow employees and customers retrieve and transmit documents electronically e.g. PODs Invoices etc.
- Through our “LoadTracker” Load Building and Satellite Tracking software continually monitor all vehicle journeys and optimise load-building to ensure that all vehicle movements and volumes are minimised thereby reducing our CO2 emissions.

Sustainable Material and Equipment Procurement

In line with the commitment to promote sustainability and minimise the environmental impact of our activities, Alex D&D Training will endeavour to procure materials and equipments that have been responsibly sourced.

- When sourcing materials, preference will be given to recycled or secondary materials, wherever permissible by contract specification.

Signed:

Position: Managing Director

For: Alex D&D Training Ltd

Date: 30th-30-24

Review Date: 30th -11- 20**26**

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