

# **WINNING** Pitch

## **Environmental Policy**

Review Date: January 2022  
Next Review Date: June 2022

### **Introduction**

Winning Pitch recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods, with regular review points.

### **Environmental Representative**

Heather Lomas, Director, is responsible for the policy and its effective implementation. Our policy is reviewed at least once a year, especially in light of changes in environmental legislation. However, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

### **Policy Aims**

We endeavour to:

- Comply with and exceed all relevant regulatory requirements
- Continually improve and monitor environmental performance
- Continually improve and reduce environmental impacts
- Incorporate environmental factors into business decisions
- Increase employee awareness

### **Environmental Impact**

Winning Pitch has indirect impacts on the environment arising out of its advice to clients. The nature of such indirect impacts are, however, considered variable depending upon the type of client and the type of services being provided.

We are committed to the principles of sustained improvement of the environmental impact of our business activities and seek to achieve the following environmental objectives:

### **Use of Vehicles**

The use of motor vehicles in connection with the business are an essential business tool and are not simply perks.

In order to reduce the environmental impact of car use, Winning Pitch:

- Encourages use of public transport, where practical, together with car sharing

- Allows associates, directors and staff to work flexible hours, within reason, in order to enable them to use public transport to come to work and to go home from work
- Ensures associates, directors and employees are aware of the fuel consumption and emissions of vehicles
- Encourages all associates, directors and staff to have their vehicles properly serviced and maintained in order to achieve optimum operating efficiency
- All Directors, staff and associates must also have correct business insurance when working on behalf of Winning Pitch
- We will reduce the need to travel, restricting to necessity trips only
- We will promote the use of travel alternatives such as email, video/phone conferencing
- We will make additional efforts to accommodate the needs of those using public transport or bicycles

In addition, remote working is facilitated, when feasible, in order to reduce travel.

Sustainable travel choices can benefit us by:

- Saving time and money on commuting
- Reducing stress on journeys to work
- Reducing off-site congestion
- Reducing travel-related pollution – locally and regionally
- Widening our recruitment catchment area
- Improving efficiency of business-related travel
- Improving our company's image and Corporate Social Responsibility
- Improve staff's health

Staff could save money by changing the way they travel. If they car share they could cut their petrol bill in half.

### **Maintenance and cleaning**

- Cleaning materials used will be as environmentally friendly as possible
- We will only use licensed and appropriate organisations to dispose of waste.

### **Stationery and Office Supplies**

In order to minimise the adverse environmental impact associated with the activities conducted in its office, Winning Pitch:

- Will minimise the use of paper in the office
- Will seek to buy recycled and recyclable paper products
- Will recycle all paper where possible
- Will evaluate the environmental impact of any new products we intend to purchase
- Encourages the electronic transfer of data, information and messages in order to reduce paper and toner usage
- Seeks, where commercially feasible, to purchase paper and other consumables with a recycled component

- Operates a system for the re-cycling of waste paper
- Operates a system for the re-cycling of laser toner cartridges

Our purchasing activities are limited to the purchase of normal office supplies. Nevertheless we remain committed to ensuring that our suppliers have a relevant environmental policy and a commitment to the use of recycled materials wherever possible.

### **Energy and Water**

- We will seek to reduce the amount of energy used as much as possible
- Lights and electrical equipment will be switched off when not in use
- We will seek to improve the energy consumption and efficiency

### **Building Maintenance**

In order to minimise the adverse environmental impact of the office suite that it occupies, Winning Pitch:

- Occupies an office suite in an environmentally friendly, SMART building
- Upgrades plant and equipment when necessary and commercially feasible

### **Monitoring and Management**

The environmental and other relevant policies are detailed electronically and are available to all associates, directors and employees. Any changes to the environmental procedures are communicated via email to all members of the company.

As part of our Quality Management System we monitor and review our core processes and this includes environmental issues.

In order to reduce the environmental impact of goods and services procured by the company we seek to ensure that all suppliers are committed to their own Environmental Policy and this information is taken into account in approving suppliers within the scope of our Quality Management System. The performance of all suppliers is reviewed on at least an annual basis and this includes consideration of relevant environmental matters.

- We will comply with and exceed all relevant regulatory requirements
- We will continually improve and monitor environmental performance

### **Training and Communication**

The company is committed to the on-going development of its associates and employees in the pursuit of its corporate objectives and operates management procedures to ensure appropriate training and communication at all levels of the business. In addition to operating a no-smoking policy the company will provide and encourage the following to its employees at all times:

- To take responsibility through their own actions to protect the environment

- Involve staff in the implementation of this policy, for greater commitment and improved performance
- Provide staff with relevant environmental training (where necessary)
- Work with suppliers, contractors and sub-contractors to improve their environmental performance
- Use local labour and materials where available to reduce CO2 and help the community
- Identify actions that the company or its clients might take in order to help protect the environment, where commercially feasible

We will update this policy at least once annually in consultation with staff and other stakeholders where necessary.

LAST REVIEWED (13/01/2022)

PUBLISHED ON THE AUTHORITY OF Jim Keane

SIGNED: 