

## Environmental Policy

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### Policy Approval

**Print:** Mike Wignall – Managing Director

**Date Signed:** 14/01/2026

**Sign:**

**Date due for review:** 13/01/2027



We have established this environmental policy to be consistent with the purpose and context of our organisation.

It provides a framework for the setting and review of environmental objectives in addition to our commitment towards the following:

- Protect the environment, including the prevention of pollution
- To sustainable resource use, climate change mitigation, protection of biodiversity and ecosystems
- Conform to applicable legislative, regulatory and compliance obligations
- Continually improve our environmental management system and to enhance environmental performance

This policy is communicated to all interested parties as well as being made available to the wider community through publication on our Company Noticeboard and Intranet.

AMSPEC are committed to the protection of the environment and promotion of sustainable development.

We endeavor to minimise the environmental impact of our business and activities and to influence those we work with to bring about positive environmental benefit at a local and a nation level.

### **As an organisation AMSPEC will:**

- Endeavor to prevent pollution, reduce waste, encourage recycling, reduce energy consumption, reduce noise pollution and reduce the use of non-renewables throughout business process
- Monitor and examine our environmental performance and implement continuous improvement
- Meet the requirements of all relevant environmental legislation

### **Within the organisation AMSPEC will:**

- Provide training and encouragement to our employees
- Develop environmentally responsible behaviour and awareness
- Properly maintain plant and equipment
- Provide suitable plant and equipment for the task in hand
- Employ appropriate and Safe Systems of Working
- Adopt suitable arrangements for the use, handling, storage and transportation of articles, materials and substances
- Provide adequate information, training, instruction and supervision
- Ensure effective monitoring of Environmental Standards

All of our staff are responsible for the implementation of this policy both by the way that they carry out their day-to-day activities and by the way that they reach technical and practical solutions.

### **1) Responsibilities**

All senior personnel have a duty to define the specific responsibilities and areas of authority, in particular in relation to environmental health and safety issues. All senior personnel will ensure that channels are always available which allows problems or service quality/adverse environmental effects to be recorded and analysed, so that solutions can be found and implemented.

### **2) Materials, Services and Equipment**

In order to ensure that all materials and services used by AMSPEC conform to the specified requirements and are not only of sufficiently good quality and reliability, but also comply with the objectives of the environmental policy, all materials purchased by AMSPEC are certified by compliance with all applicable British/European Standards and more importantly with C.O.S.H.H Regulations.

Materials which are purchased by AMSPEC satisfy a number of environmental conditions, such as:

- Materials supplied must not contain chlorofluorocarbons
- Timber shall not be supplied from any country that does not have a positive reforestation policy
- All chemicals purchased will not be accepted until a supplier has provided all the necessary details in relating to; product name, composition, classification, potential hazards, toxicity data and handling and storage instructions
- Any hazardous materials purchased must be supplied with all recommended safety measures, spillage and disposal procedures and all details in relation to any special fire and explosion hazards

### 3) *Handling, storage, packaging preservation and delivery*

All materials, services and equipment are handled as recommended within the manufacturers handling instructions in order to prevent abuse, misuse, damage, deterioration, and loss of identification or contamination.

All hazardous materials are stored in pre-defined quarantine areas, with access restricted to authorized personnel.

### 4) *Inspection and testing*

All of AMSPEC services are regularly inspected from initial receipt of materials from a supplier through until a repair request has been complete. Materials will be inspected for quality and health and safety requirements, in accordance with the procedures, any quality failures will be rejected and returned to the suppliers.

### 5) *Product Identification and Traceability*

All materials, particularly of a hazardous nature, will retain their identification and material-handling instructions, at all times, and will be stored in appropriately designed, designated areas in order to prevent inadvertent use. All chemicals and hazardous substances retain their readily identifiable hazard symbols and are provided with the relevant safety data sheets.

### 6) *Waste Disposal*

As part of AMSPEC services, all rubbish/debris associated with the task is removed from the AMSPEC's premises and transported to a designated waste station.

AMSPEC has a facility for the disposal of all waste in particular, any waste which is likely to have a detrimental effect upon the environment. A waste disposal system is in operation for the safe disposal of 'special' waste, such as:

- Tyres
- Toxic waste items
- Syringes and sharps
- Waste oil

All the items are disposed of within environmental regulations.

Skips will be provided for different types of debris/rubbish, which will include the provision of individual skips for:

- Builders' rubble/hardcore
- Glass/ceramics
- Wastepaper
- Scarp metals
- Timber offcuts

AMSPEC also have a facility to crush/dispose of spent fluorescent tube, in order to ensure that chlorofluorocarbons are not released into the atmosphere.

The Control of Asbestos of Work Act, the Approved Code of Practice “Work with Asbestos Installation”, “Asbestos Coating and Asbestos Insulating Bond”, lay down specific guidance on such matters. These are absolute and therefore are not open to debate or interpretation. All relevant personnel within AMSPEC , have been made aware of the dangers of asbestos and are considered to be competent.

### 7) *Recycling Policy*

Although AMSPEC will only supply materials as new, the company has stated aim to recycle materials whenever practicable. Those materials which are offered for sale for recycling include:

- Glass
- PVCu offcuts etc
- Cardboard provided as packaging
- Wastepaper

### 8) *Energy Conservation*

All members of staff are encouraged to be conscious of any energy conservation initiative, no matter how simple, such as turn out lights and heating when leaving unoccupied offices. All radiators installed throughout the complex are fitted the thermostatic radiator valves.

### 9) *Waste Hierarchy & Resource Efficiency*

Amspec are committed to the prevention of waste and the efficient use of resources as a fundamental part of its Environmental Management System.

In accordance with the Waste (England and Wales) Regulations 2011, Amspec applies the Waste Hierarchy as the primary framework for waste management decision-making.

This ensures that waste generation is minimised at source and that environmental impacts associated with waste are reduced so far as is reasonably practicable.

The Waste Hierarchy shall be applied in the following order of priority:

#### 1. **Prevention**

Amspec will seek to prevent waste generation through effective planning, design, procurement and operational controls. This includes reducing material usage, avoiding over-ordering, minimising packaging, and selecting products and materials that support waste reduction.

#### 2. **Preparation for Re-use**

Where waste cannot be prevented, materials and products will be assessed for suitability for re-use, either within the Company’s operations or through return to suppliers, where practicable.

#### 3. **Recycling**

Where re-use is not reasonably practicable, waste materials shall be segregated and managed to maximise recycling. Amspec will use competent and licensed waste contractors and maintain appropriate waste documentation.

#### 4. **Recovery**

Where recycling is not viable, recovery options, including energy recovery will be considered in preference to disposal subject to environmental and legal requirements.

#### 5. **Disposal**

Disposal shall be regarded as the least preferred option and will only be used where no other Waste Hierarchy option is reasonably practicable.

To support this commitment, the Company will:

- Identify waste as a significant environmental aspect where applicable
- Implement appropriate operational controls to manage waste-related impacts
- Consider waste reduction opportunities during planning, procurement and project delivery
- Communicate waste hierarchy requirements to employees and contractors
- Monitor waste performance and review outcomes to support continual improvement

This approach ensures that waste management arrangements are proportionate, controlled and aligned with Amspec's wider environmental objectives and commitments.

### 10) *Minimising Pollution*

The company is aware of the effects of pollution on the environment and in accordance with the health and safety requirements of the Construction, Design and Management Regulations, all of the organisation's plant and equipment is assessed in relation to vibration, noise and dust emissions.

There is an awareness of the need, also, to create a healthy working environment for all employees.

### 11) *Training*

The company's procedures provide for the identification and provision of the training needs of staff performing activities identified as having an actual or potential environmental impact. Training within the context of the Environmental Management System falls into three categories.

#### **- Skills/Knowledge gained by experience**

Acquired by "on the job" training (through courses and briefings) and over a period of time under direct supervision or experience.

#### **- Certified Environmental Training**

Environmental skills that require mandatory training and examination.

#### **- Additional Training**

Given in the form of bulletins, notices etc. where such training/awareness raising will reduce the actual or potential environmental impacts of work performed by company personnel.

Training information will be retained for all staff employed within the company. Records will be updated and reviewed on a yearly basis.