

Environmental Policy

Introduction

IDPP recognises that its operations influence the local and global environment and believes that it has a duty to care for and protect the environment in which we operate. IDPP Consulting Ltd is committed to minimising its impact on the environment and this environmental policy outlines our commitment to responsible environmental stewardship, and net zero emissions. We strive to comply with all applicable United Kingdom laws and regulations and promote good practice in our day-to-day activities.

IDPP recognise that the key areas of environmental control are:

- ✓ **Energy**
- ✓ **Use of raw materials**
- ✓ **Waste Generation**
- ✓ **Air/Water Emissions**
- ✓ **Water Use**
- ✓ **Transport**
- ✓ **Procurement**

Net Zero Commitment

IDPP recognise the existence of a climate emergency and therefore the urgency in addressing climate change issues. To support the achievement of net zero greenhouse gas (GHG) emissions, IDPP Consulting Ltd will always consider opportunities to reduce our carbon footprint and offset emissions across all operations and services; including those of our external representatives.

Environmental Management

3.1. Energy Efficiency

We will continuously improve our energy efficiency by implementing energy-saving measures and utilising renewable/energy-saving sources where feasible and will endeavour to:

1. Ensure all high-use equipment, such as monitors and laptops are turned off completely at the end of each day.
2. Ensure that air conditioning and heating units are used responsibly and limited to use only during periods of extreme weather, and for as short a duration as possible.
3. Actively consider more energy efficient models when replacing electrical equipment, including lighting, heating and cooling.
4. Conserve water resources by ensuring that taps are used appropriately, and not left running for extended periods.

5. Promote energy-saving practices among our employees, by incorporating this into internal training materials and handbooks.

3.2. Equipment Maintenance

IDPP Consulting Ltd recognise that equipment that poorly maintained is not only a cost to our business but has the potential to be both a health and safety hazard, and a considerable risk to the environment. The company commits to ensuring that:

1. A regular maintenance schedule is put into place to identify equipment that has become inefficient or faulty and that this is replaced as soon as possible.
2. Items that are deemed to have reached 'end of life' are disposed of sustainably and, where possible, components reused.
3. Guidance from external consultants, for example electricians or the fire service, is taken seriously and our responses to any recommendations are logged appropriately.
4. Each office location has at least one staff member trained and accredited in fire safety, which includes the upkeep and maintenance of technical and electrical devices.

3.3. Reducing Office Waste

We will minimise waste generation and promote recycling and reuse practices within our premises. We will work routinely to ensure that:

1. Recycle bins are labelled and made readily available.
2. We operate a clear desk policy, disposing of items regularly and responsibly.
3. Encourage the use of electronic note taking apps and e-documents, to reduce excess paper usage.

3.4. Travel

We will minimise our environmental impact by reducing the pollution caused by excess and unnecessary travel.

We will endeavour to ensure that we:

1. Restrict journeys to those deemed a necessity only, for example travelling to the office for work. (For a full list, please see below)
2. Use online facilities such as video/phone conferencing for meetings, where possible.
3. In circumstances where the above is not deemed to be possible, encourage the use of public transport for necessary longer distance engagements, for example between internal company sites.
4. Encourage employees to consider lower emission vehicles when replacing cars, for example electric vehicles.
5. Improve visibility of schemes that encourage healthier travel options, such as our 'Bike to Work' scheme.

3.5 Procurement

IDPP understand that as a responsible business we have duty to reduce our carbon footprint when procuring items and services, whilst at the same time supporting our local economy. We will look to:

1. Where possible support the local economy by using small businesses that share our commitment to sustainable, energy efficient practices.
2. Procure products and services that are readily available in the market from within a 10-mile radius, and therefore reducing impact of fossil fuels on the environment.
3. Look to reduce the frequency of delivery through effective inventory and stock management practices.
4. Use environmentally friendly cleaning products where practicable.

3.6 Community Engagement

1. IDPP have supported a secondary school, local to our London office, by providing them with an electronic whiteboard and reducing the use of single use materials that have a negative environmental impact such as white board markers, wipes etc.
2. In addition, IDPP have sponsored initiatives that have enhanced childrens' awareness of the environment and the world around them by funding a trip to the Eden project so that they can learn how

to reduce the negative impact of global warming and environmental hazards in school, and within the community.

3. We will look to engage in community projects that support the environment both directly and indirectly – this could include such initiatives as tree-planting or litter picking etc.

Stakeholder Engagement

We recognise that achieving our environmental goals requires collaboration with our stakeholders, including employees, representatives, suppliers, and the local community. We will promote and encourage responsible environmental behaviour and seek to continually improve our own commitments to this through a process of input, feedback, reflection, and action.

Compliance and Continuous Improvement

We are committed to complying with all relevant environmental legislation, regulations, and other requirements. We will establish and maintain environmental objectives and targets to drive continual improvement in our environmental performance. Regular monitoring, measurement, and review of our environmental initiatives will ensure progress towards our goals.

Communication and Training

IDPP commit to fostering a culture of environmental responsibility within our employees and partners and will actively endeavour to provide training and resources to enable all in the company are able to participate actively in our environmental efforts.

We will foster a culture of environmental responsibility and ensure that everyone understands their role in achieving our environmental objectives.

Review and Update

This environmental policy is subject to annual review, and as such will be regularly checked to ensure its contents continue to reflect the activities of IDPP, as well as prevailing United Kingdom legislation and best practice guidelines.