



WE PRINT GIFTS LTD ENVIRONMENTAL POLICY

Our business statement

We Print Gifts Ltd 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.

Responsibility

MALCOLM HUMPHREYS – MANAGING DIRECTOR is responsible for ensuring that the environmental policy is implemented. However, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

We take steps both internally and externally to show our commitment to reducing our environmental impact. Below is a summary of our actions:

What we have achieved so far.

- All paper used within the business is sent for recycling.
- We re-use cardboard boxes for packing our orders.
- We recycle any cardboard we cannot re-use
- Any clear plastic, such as pallet wrap is recycled along with clear plastic bags.
- All of our other waste is sent to Enva for further recycling
- We purchase cardboard boxes that have already been used to pack our orders.
- Any waste ink is sent for re-processing
- Any oils or waste droplets are captured during the dye sublimation process and then sent for re-processing
- All our ribbon and lanyard material is RPET
- We do not fly in any raw materials
- Our raw materials arrive either by Ocean or Rail into the UK
- Our air compressor has been fitted with a time shut off / on valve to stop it running out of hours, saving electricity
- We re-fitted 90% of our building in 2017 with LED lighting.
- We run virtual servers rather than dedicated individual servers.
- Our server cabinet has a built-in air-conditioning unit set at 30c. This just cools the servers and not the room. Waste heat is used to heat our building.

We Print Gifts Ltd

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Internally	Actions (with examples below)
Waste management	<ul style="list-style-type: none"> • We will reduce the amount of waste produced and recycle where possible. • We will prevent the release of pollutants that can cause environmental damage (if relevant). • We will recycle as much waste as possible.
Office supplies	<ul style="list-style-type: none"> • We will evaluate the environmental impact of any new products we intend to purchase. • Where possible we will favour environmentally friendly and sustainably sourced products.
Monitoring and improvement	<ul style="list-style-type: none"> • We will continually improve and monitor environmental performance.
Maintenance and office cleaning	<ul style="list-style-type: none"> • The cleaning materials we use have been checked to ensure they are as environmentally friendly as possible. • We ensure the responsible disposal of any waste, and recycle as much as possible.
Energy	<ul style="list-style-type: none"> • Lights and electrical equipment will be switched off when not in use and our heating will be adjusted with energy consumption in mind.
Our people	<ul style="list-style-type: none"> • We will involve staff in the implementation of this policy, for greater commitment and improved performance. • We provide our staff with easy ways to recycle their waste, including crisp packet recycling. • We offer our staff members a cycle to work scheme in order to encourage environmentally friendly methods of travel to and from work.
Water	<ul style="list-style-type: none"> • We will avoid water wastage wherever possible.
Chemicals and hazardous substances	<ul style="list-style-type: none"> • Wherever possible we will substitute substances that are harmful to the environment with those that have less of an impact. • We use water-based dye-sublimation inks in our printing processes which are not harmful to the environment.
Legal duties	<ul style="list-style-type: none"> • We will keep up with changes to environmental law and ensure we are fully compliant with our duties.

Externally	Actions (with examples below)
Transportation	<ul style="list-style-type: none"> • Where possible, we'll promote the use of alternatives such as email or video/phone conferences with customers and clients; • We'll reduce the need to travel, wherever possible. • We employ people from within the local community
Customers, suppliers and other stakeholders	<ul style="list-style-type: none"> • We will work with suppliers, contractors and sub-contractors to improve their environmental performance. • We will try to use local suppliers where possible in order to reduce our CO2 footprint. • We sea freight any shipments purchased from overseas in order to reduce the CO2 used as much as possible.
Contractors	<ul style="list-style-type: none"> • We will work with contractors who are equally as committed to reducing their environmental impact.

Signed by:

Malcolm Humphreys.....

Position:

Managing Director.....

Updated 01/11/2021.....

Review date:

Continuous and at least by 01/11/2022.....