

Environmental Policy

Introduction and aim

Alert marketing Ltd is a family-run business, operating from a Weybridge, Surrey. We have nearly 30 years experience in marketing and sales promotion, providing personalised products to a diverse range of client companies. We are main distributors of many popular brands such as Parker, AT Cross, Fruit of the Loom, Kustom Kit, Callaway, Victorinox, Maglite, 3M, Letts, Waterman, Parker and others.

We recognise that our operations, and in particular those of our distributors, can result in emissions to air and water and generate waste through excessive or unnecessary packaging. It is our aim to comply with legislation and other requirements and strive to reduce the environmental impacts our business may create and operate in an environmentally responsible manner. This policy describes how we will work toward that aim.

Responsibility

This environmental policy applies to all of our operations, including office services, printing, procurement and distribution. Sylvia Loggia, Managing Director, is responsible for ensuring the policy is implemented. However, all employees, sub contractors and distributors have a responsibility in their own area to ensure that the aims and objectives of the policy are met.

Resources

We will ensure that resources are available to enable us to achieve our objectives and targets.

Objectives

We will always strive to:

- reduce solvent consumption and the emission of volatile organic compounds
- reduce the generation of general and hazardous (special) wastes
- inform all customers and suppliers of our commitment to reducing our environmental impact
- reduce unnecessary packaging that could subsequently end up in landfill
- reduce energy consumption
- recycle when and where possible

How we will achieve our Objectives

To achieve these objectives we have set ourselves the following goals:

- inform our existing customers and suppliers about our environmental policy at every opportunity and all new customers and distributors when we first engage with them

- define and apply good housekeeping for solvent and ink use and ensure all ensure all employees & sub contractors understand good housekeeping practices.
- where customer specifications allow, try to always select distributors who have Environmental Policy in place
- recycle through appropriately certificated recyclers any printing ink / cartridges or other materials suitably identified
- continuously evaluate the costs and benefits of reducing paper usage, increase digital storage and wherever practical (subject to customer security requirements) transmit information electronically via the internet
- to always strive to reduce electrical and gas consumption year over year

Monitoring and auditing

Progress against these objectives will be monitored at quarterly intervals throughout the year.

Signed: *Sylvia Loggia* Date: 8th August 2019

Sylvia Loggia
Managing Director

Alert Marketing Ltd
Last reviewed August 2019