



ENVIRONMENTAL & SUSTAINABILITY POLICY

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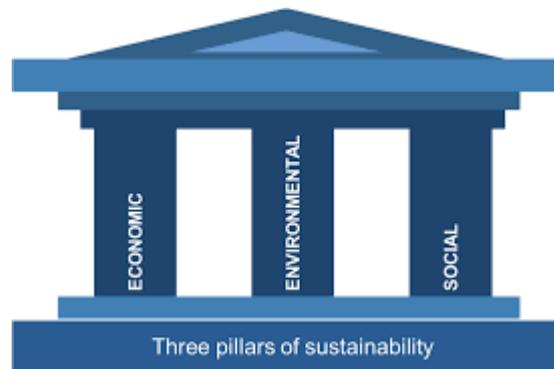
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INTRODUCTION

Gradon Construction Ltd is committed to being a responsible business. This means conducting our business in an ethical manner and upholding our responsibility to minimise the impact of our undertakings on society and the natural environment. The Directors at staff at Gradon Construction Ltd are aware of the potential impact of their day-to-day activities on the environment, particularly in relation to the disposal and recycling of waste, the use of sustainable materials and the management of energy use.

We strive to minimise our impact through effective communication and awareness of our efforts in accordance with this policy and by fostering responsible environmental behaviours among employees, suppliers and contractors.

Gradon Construction Ltd understands that it has a responsibility to take into consideration 'the three pillars of sustainability' - Environmental, Economic and Social Sustainability during the course of its undertakings.



PURPOSE

The policy aims to outline how Gradon Construction Ltd aims to integrate a philosophy of sustainable development into the organisations activities and to establish and promote sound environmental, social and economic practices in our operations.

The company aims to develop methods of product selection, building practice, and design considerations as a sustainable form of construction in terms of economic viability, social progress and environmental responsibility.

OBJECTIVES

- To comply with the requirements of environmental legislation and approved codes of practice.
- To continuously seek to improve our environmental performance
- To reduce pollution, emissions and waste and to reduce the use of all raw materials, energy and supplies.
- To purchase our materials efficiently in order to reduce waste and to use recycled and sustainable materials whether temporary or permanent.
- To expect similar environmental standards from all suppliers and contractors.
- Where practicable use local labour to address the social aspect of sustainability.
- To assist customers to use products and services in an environmentally sensitive way.
- To raise awareness, encourage participation and train employees in environmental matters to successfully manage their working environment.
- To reduce our levels of waste sent to landfill sites.
- Use low emission transport for all company vehicles and reduce fuel consumption by good logistical planning.

RESPONSIBILITIES

It is the responsibility of the company directors/managers to:

- Ensure that all employees and contractors are made aware of this policy
- Actively support and contribute to the implementation of this policy through establishing and maintaining working procedures
- Manage the implementation of this policy and ensure it is reviewed and updated on an ongoing basis

Individual responsibilities are outlined in Section 1.0 of this policy.

PROCEDURES

Gradon Construction Ltd will ensure that relevant procedures and guidelines are in place for all employees and contractors to adopt sound environmental, social and economic work practices and provide adequate training to ensure that these procedures are carried out.

The company will use reasonable endeavours to ensure that materials are sourced from responsible suppliers and that they are reused and recycled where possible. Preference will be given to renewable over non-renewable energy sources where feasible. Gradon Construction Ltd aim to minimise the use of materials, prevent pollution and dispose of waste safely and responsibly.

The company will act responsibly to correct any incident which poses a risk to health, safety or the environment and will report any such incidents to the relevant authorities as appropriate in line with current legislation.

POLICY REVIEW

Gradon Construction Ltd will strive to continually improve its performance with regard to sustainability through the use of internal audits and self-assessments of its compliance with this policy. The policy will be reviewed annually and amended in accordance with the findings of the internal audits where necessary.

The company will maintain an open dialogue with employees, contractors and stakeholders about the environmental, social and health and safety performance of its operations. Employees will be made aware of and expected to follow this policy and to report any concerns to management so that prompt action may be taken to address them.

1.0 EMPLOYEES

All employees of Gradon Construction Ltd are expected to follow good practice and are responsible for carrying out their activities without detrimental environmental, social or economic effects. Employees should carry out their duties in accordance with their training and should comply with safe systems of work, method statements, risk assessments and policies.

Employees are responsible for reporting any environmental, social or economic concerns to management, including suggestions for improvement.

1.1 SITE MANAGER

Site managers should be fully aware of the environmental, social and economic obligations of the project and ensure that all control measures identified are effectively carried out. They should ensure that adequate resources have been allocated to environmental management on site and that risk assessments, method statements, construction phase plans etc. have been effectively communicated.

Site managers are expected to deliver site inductions to all personnel on site and identify the need for and carry out toolbox talks where appropriate. They should carry out regular site inspections to ensure that requirements are being met and report on any issues identified along with the corrective actions taken.

Site managers are expected to liaise with clients, contractors, local authority officials and senior management where appropriate.

1.2 DESIGNERS

Gradon Construction Ltd are committed to working with designers, wherever possible to ensure that the environmental, social and economic aspects of the project are considered and incorporated into the design as appropriate, and that all residual issues or impacts are communicated to the client and other contractors on site. Where Gradon Construction Ltd have any concerns with regards to the impact of the proposed design, they will raise these with the designer.

1.3 DIRECTORS/SENIOR MANAGEMENT

Directors and senior management will provide advice on legislative obligations, good practice and company policies to all employees, clients and stakeholders as appropriate and ensure that decisions are translated into action at site level. They will review the training needs of employees and arrange for training to be provided where necessary.

Directors and senior management are responsible for setting the standard for sustainable practices within the company, the development and review of company policies, ensuring the implementation of the policies and company legislative compliance. In addition, they will ensure that adequate resources are allocated to achieve the standards as set out in the policy(s).

1.4 CONTRACTORS

All subcontractors will need to be aware of their obligations and ensure that they have procedures in place to meet them. Contractors will be expected to provide the company with risk assessments and methods statements along with details of any past or pending prosecutions.

All contractors are expected to read and sign the company's environmental/sustainability management plan for the project before commencing work and will need to attend site inductions and training sessions.

Contractors are expected to report any concerns to management.

1.5 CLIENT

The client is responsible for ensuring that all environmental, social and economic impacts of the project are considered and incorporated into the design and that any residual impacts are effectively communicated to the principal contractor/contractors.

Gradon Construction Ltd work in partnership with clients to deliver high quality projects and encourage them to choose sustainable design, materials and construction methods with regard to the environmental, social and economic impact.

2.0 TRAINING

Gradon Construction Ltd will operate in a manner designed to minimise risk and ensure the protection of its employees through the provision of adequate training where appropriate, to include but not limited to:

- Waste management
- Emergency procedures
- Plant checks and safe refuelling
- Safe working practices and control measures
- Housekeeping
- Personal responsibility

Managers will ensure that sufficient time is given to employees to attend training sessions. Records of training carried out/planned will be maintained by the company.

Safe working practices and emergency procedures will be developed to ensure the continued safety of company employees. Management will actively encourage employee engagement in the development of these procedures and matters of health and safety as a whole.

3.0 SOCIAL RESPONSIBILITY

The company seeks to work with the local community to keep residents/businesses that may be affected by its undertakings, fully informed of the works/processes that may impact on their day-to-day lives. We endeavour to carry out all works with positive consideration to the needs of businesses, traders, pedestrians, road users, site personnel, the general public and the environment in general.

Gradon Construction Ltd will support the use of local labour where feasible to improve the local community and assist people in finding meaningful employment. The company will provide practical training where appropriate to support locally sourced labour.

3.1 RESPECT FOR EMPLOYEES

Gradon Construction Ltd treats all of its employees in a fair, respectful and non-exploitative manner. The company provides an inclusive working environment where every employee is valued and respected, we do not discriminate against anyone on the grounds of gender, race, colour, religion, sexual orientation, disability, age, marital status, ethnicity etc.

We endeavour to identify, assess and manage risks effectively and operate our business in a fair and ethical manner.

Health and safety is a priority within the company and we are committed to improving the health and safety of our employees, subcontractors and those effected by our activities, including members of the public.

Gradon Construction Ltd promote diversity and use hiring practices that are fair, responsible, non-discriminatory and non-exploitative for our employees, contractors and suppliers.

(Refer to the Code of ethics and Business Conduct Policy for further information)

3.2 RESPECT FOR STAKEHOLDERS/CLIENTS

Gradon Construction Ltd carry out their business in a way that is transparent, respectful and fair to the local community, investors, suppliers and other stakeholders outside of the company who might be affected by our undertakings. We are committed to being open and honest with our clients and compete fairly for their business. The company respects the privacy of its clients and all personal information is considered confidential. We endeavour to provide our clients with safe and effective products and services under the conditions of business as promised.

4.0 ENVIRONMENTAL RESPONSIBILITY

Gradon Construction Ltd are committed to operating in an environmentally responsible manner to prevent pollution of the environment and to ensure wherever possible and that there are no adverse effects on human health or the environment.

The company will endeavour to carry out its activities in such a way as to avoid pollution from noise and dusts, ensure the recycling of surplus materials and the protection of trees, vegetation and wildlife.

All sites will be kept clean and in good order at all times with temporary safety barriers, lights and warning signs displayed and maintained in a clean and safe condition. Surplus materials are not allowed to accumulate on the site or spill over onto the surrounding environment and dust from construction operations shall be kept to a minimum. Surplus and waste materials will be stored in suitable lockable containers where appropriate and away from the site perimeter to prevent arson.

Consideration will be given to logistics of deliveries to maximise the amount of storage available on site and therefore minimise the amount of deliveries required.

4.1 WASTE

The company aims to reduce, as much as practicable, the quantity and degree of waste (both hazardous and otherwise) generated from our operations. We aim to ensure that waste management is carried out with the minimum effect upon the environment, and that there are facilities, which are environmentally acceptable, to deal effectively with waste in a safe, legal and responsible manner.

Waste materials will be separated before disposal into suitable containers and the company will employ licenced contractors for removal of waste from site.

Gradon Construction Ltd will use recycled or eco-friendly products and materials wherever practicable and will encourage amongst employees, contractors, suppliers etc the re-use and recycling of materials wherever possible. The company adopts the waste reduction hierarchy of waste prevention.

4.2 MATERIAL PROCUREMENT

The company will endeavour to procure materials that are recycled, from sustainable sources or eco-friendly wherever possible. Ordering of materials will be monitored at all times to reduce the need for wastage. Materials will be purchased from suppliers with relevant accreditation or from suppliers who demonstrate a commitment of environmental awareness wherever possible.

All timber will be sourced from a certified supplier and a certificate of conformity should be available as evidence that the timber has derived from a sustainable source.

All paints shall conform to the new Volatile Organic Compound Regulations 2012, thus reducing atmospheric pollution. Where necessary, only paints with the lowest VOCs shall be used. Eco friendly paints are preferred, as they contain no petrochemical solvent, preservatives, fungicides, acrylic, or vinyl. Paints, which can be left to dry and naturally composted, shall always be preferred.

4.3 CARBON AND ENERGY

Gradon Construction Ltd aim to reduce energy consumption and carbon emissions by ensuring that plant and equipment are well maintained and operated correctly, and that plant/machinery is not left running when not in use. Where appropriate mains electricity will be used in place of generators to reduce the amount of energy used and the carbon emissions produced. Where a generator is required, oversizing will be avoided to ensure that the generator is running at maximum efficiency.

The company will choose high specification welfare units wherever possible/appropriate which are well insulated to reduce energy wastage. LED and lower wattage lamps will be used wherever possible.

Gradon Construction Ltd aim to use energy efficient vehicles which produce fewer emissions per mile. All company vehicles shall run efficiently and be serviced at regular intervals. Tyre pressures shall be checked at regular intervals, thus reducing tyre wear, the need for replacements and the increase use of fuel generating CO2 emissions.

Delivery of materials will be managed to reduce the number of journeys required and employees are encouraged to vehicle share wherever possible. The weight and size of selected materials will be taken into consideration upon selection and the company will order in bulk wherever possible to increase the amount of materials that can be delivered in each journey. The company endeavours to source materials locally as much as possible to reduce the distance over which they must be transported.

4.4 WATER

Gradon Construction Ltd endeavour to use water efficiently and recognise that we must safeguard this resource by recycling wherever possible to reduce consumption and protect water quality in the natural environment.

The mixing of aggregates and clean downs shall be undertaken wherever and whenever possible using rainwater as opposed to piped water. At no point will a water supply be left running unless absolutely necessary.

5.0 ECONOMIC RESPONSABILITIES

Gradon Construction Ltd are committed to providing best value to clients, contributing to the economy and providing growth opportunities within the sector. We understand that the benefits of best value include cost savings and repeat business opportunities.

The company recognises the importance of supporting local business and providing job opportunities for local labour wherever possible as part of its economic responsibilities.

All employees and contractors are expected to comply with this policy in conjunction with the company's Waste management and Code of Ethics and Business Conduct Policies. Management will provide adequate resources to implement, maintain and review this policy on a regular basis.

This policy has been agreed by senior management at Gradon Construction Ltd

Signed (MD): *J Grady*

Dated: 01.10.19

Review Date: 30.09.20

APPENDIX A: DOCUMENT CONTROL

ISSUE	DATE OF ISSUE/REVISION	DETAIL	REVIEWED/ COMPLETED BY	APPROVED BY
1	28.11.18	Original	John Green Training & Consultancy Ltd	James Grady MD
2	01.10.19	Review	John Green Training & Consultancy Ltd	James Grady MD
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