

# **ECL Engineering Control**

# **Environmental Policy**

**QHSE Controlled Document  
Master on Server  
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## 0.0 Table of Contents

1.0	Change History .....	3
2.0	Approvals .....	3
3.0	Purpose .....	4
4.0	Scope .....	4
5.0	Policy.....	4
6.0	Policy Control .....	5
6.1	Responsibilities.....	5
6.1.1	Directors .....	5
6.1.2	Management Team .....	5
6.1.3	QHSE Manager.....	5
6.1.4	Personnel and Relevant Parties .....	5
6.2	Review & Monitoring.....	5
	Appendix A - Environmental Policy (Wall Version) .....	5

## 1.0 Change History

Revision	Date	Description	By
5a	15/2/16	New template format. Add review section.	S McCallum
6	13/4/17	Annual Review and AS/NZS ISO 14001:2016 update. Add goals and commitment to continual improvement	S McCallum
7	12/3/18	Annual review. Minor changes in wording, format. Include reference to AS/NZS 14001 and annual targets.	S McCallum
7a	5/9/2018	Format standardisation & responsibilities further defined – no material changes to policy itself	G.Chapman
7b	10/10/2019	Annual review. Checked to ensure the documentation documents the integration of QHSE system.	J Cleland

## 2.0 Approvals

Director:

QHSE Manager:



Date: 10/10/2019

Date: 10/10/2019

## 3.0 Purpose

The purpose of this document is to clearly define as part of ECL Engineering Control (ECL) integrated QHSE management system the policy with regards minimising the environmental impact of its activities, in accordance with all AS/NZS ISO 14001 requirements.

## 4.0 Scope

This policy applies to all company employees and contractors.

## 5.0 Policy

To minimise the environmental impact of its activities, ECL endeavours to:

### **Commit to:**

- Monitor and comply with all relevant environmental legislation.
- Comply with the requirements of AS/NZS ISO 14001:2015.
- Continual improvement of the environmental management system to enhance environmental performance.
- Set annual environmental targets regarding waste, energy consumption and pollution minimisation to continually improve environmental performance.
- Set annual individual environmental goals, to enhance environmental performance.

### **Minimise waste by:**

- Providing recycling options and actively encouraging recycling.
- Using organic waste as garden fertilizer where practical.
- Re-using and recycling packaging materials and waste paper.
- Performing business electronically where possible to reduce paper usage.

### **Ensure responsible use of energy consumption by:**

- Turning off unnecessary lighting.
- Using energy efficient heating.
- Turning off monitors and appliances when not in use.
- Replacing lights with energy efficient bulbs/tubes when change is required.

### **Minimise Pollution by:**

- Encouraging car-pooling whenever possible for staff site visits.
- Regular maintenance / servicing of company vehicles to ensure they are in peak running condition.
- Encouraging staff to walk to venues located near to our office.
- Encouraging staff to cycle or walk to work when possible.

## 6.0 Policy Control

This policy shall be set by the ECL Directors, executed by the ECL management team and overseen by the QHSE Manager. It is the responsibility of all personnel and relevant parties to implement and comply with this policy.

### 6.1 Responsibilities

#### 6.1.1 Directors

The ECL directors are responsible for:

- Setting and approving the policy.
- Reviewing the policy suitability.
- Monitoring compliance and effectiveness.

#### 6.1.2 Management Team

ECL management are responsible for:

- Executing the policy.
- Monitoring compliance and effectiveness.

#### 6.1.3 QHSE Manager

The QHSE Manager is responsible overseeing the policy:

- Ensuring the latest copy of this policy is made available to all personnel and other relevant parties.
- Implementing and rolling out changes to the policy as set by the directors.
- Keeping personnel and other relevant parties adequately informed of policy changes.
- Establishing and maintaining reports and other information to monitor policy suitability, compliance, effectiveness, and reporting back to the management team and directors.

#### 6.1.4 Personnel and Relevant Parties

All personnel and other relevant parties are responsible for:

- Implementing and complying with the policy.
- Giving feedback on policy suitability, compliance, and effectiveness to the QHSE Manager.

### 6.2 Review & Monitoring

This policy shall be:

- Reviewed for suitability (biennially or more frequently if required).
- Monitored for compliance & effectiveness (6 monthly or more frequently if required).

Appendix A - Environmental Policy (Wall Version)

## **ECL Engineering Control Environmental Policy**

Date: 10<sup>th</sup> October 2019

Review: 10<sup>th</sup> October 2021

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### **Approved By:**

Director