



ENVIRONMENTAL NEWSLETTER

SMITH & OUZMAN LTD

ISSUE 1
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INTRODUCTION

As you are all aware, climate change is the biggest threat that the Earth faces. Scientists no longer argue whether it's going to happen but how bad it will be. Already we are seeing temperatures rise, ice and snow covers decrease in the Northern Hemisphere, sea levels rise and snow and rainfall increase.

With continued pressure on the environment and tightening legislation, we are faced with the challenge of finding ways to manage our environmental impacts that will enable us to contribute to a more positive environment for all.

The purpose of this Newsletter is to make you aware how Smith & Ouzman, as a company, is doing its bit towards controlling these issues and how you can contribute, not only in work time but in your every day life.

ISO 14001 Certification

ISO 14001 defines the requirements needed for an environmental management system, helping to address the balance between maintaining profit and reducing environmental impact. It is the most widely recognised and accepted recognition of an environmental management scheme. ISO 14001 applies to the environmental impacts of processes over which the organisation is expected to have control and influence.

The organisation produces a policy statement highlighting what it wishes to achieve. The principle is "say what you do, and do what you say". It then has to demonstrate conformity to its policy, while ensuring compliance with environmental laws. The next step is to seek an audit by a third party and to ensure adherence to the policy on an ongoing basis.

Smith & Ouzman's pre-assessment towards certification will be held in November by BSI.

OBJECTIVES AND TARGETS

Smith & Ouzman has five broad environmental objectives;

- To improve waste disposal and recycling
- To improve environmental and sustainability performance of all purchasing activities
- To improve the usage of energy and cut down on CO2 emissions
- To reduce water consumption
- To reduce waste paper wherever possible

Improvement targets are set in each of the objective areas above and management programmes are developed to achieve results.

Targets and usage charts will shortly be in place to view on the Environmental Notice Board at Brampton Road. This will give a clearer indication of our focus.

ENVIRONMENTAL POLICY

Smith & Ouzman's policy is to continually seek to minimise any negative environmental impact from the pursuit of its various business interests whilst continuing to produce a high quality product to its customers' needs, specification and satisfaction.

To this end, the benefits of our products must be weighed against any environmental impact as a result of their manufacture, sale and ultimate disposal.

All employees are to carry out operations so that, as far as reasonably practical, the environment and Health & Safety of any one person will not be adversely affected.

Environmental impact is therefore considered throughout the organisation in relation to:

1. Design and development of new products and processes;
2. Selection of raw materials and suppliers thereof;
3. Internal production methods, with particular emphasis on;
 - raising awareness and encouraging participation from employees
 - reducing pollution, emissions and waste
 - reducing the use of raw materials, energy and supplies
 - minimising and controlling hazardous substances
 - optimising packaging of raw materials and finished products
 - keeping grounds/car parks actively maintained to protect wildlife

It is the Company's policy to comply with and aim to improve upon all statutory environmental requirements and to foster an informed and open approach to environmental concerns.

The involvement of our employees, customers, suppliers, local communities/authorities will be encouraged to assist us in the achievement of this policy and in continually seeking to improve environmental performance.

FAIRTRADE



Smith & Ouzman offers Fairtrade tea and coffee in the vending machines. Fairtrade means that farmers in developing countries are guaranteed to receive a fair price for

their crops plus extra social premium to invest in community support programmes and business development. They also benefit from long term trading relationships, credit facilities and decent working conditions. In return, the farmers reserve the pick of their crop for Fairtrade buyers, so consumers are guaranteed to get the best product. Visit www.fairtrade.org.uk for more information.



DID YOU KNOW?

...Glass bottles recycled each year would go round the equator nearly five times if placed side by side; or save enough energy to launch ten space shuttles.

(Source: Berryman glass recyclers)

RECYCLING STRATEGY

The recycling strategy is co-ordinated and managed with the overall aim of reducing quantity of waste being sent to landfill.

DID YOU KNOW?

...Each year England generates around 100 million tonnes of controlled waste. Nearly 75% of this ends up in landfill where biodegradable waste generates methane, a powerful greenhouse gas.

(Source: Defra, Environment Agency 2007)



Recycling does not just take place in manufacturing; office paper is collected and recycled as well as toner and inkjet cartridges.

Smith & Ouzman will be trialling a scheme for recycling drink cans. Bins designated for drink cans will be placed near the vending machines; we will assess how many cans are disposed of in a period of time, and from this decide whether to dispose of at the local recycling centre or take to a 'Cash for Cans' site.

SOCIAL RESPONSIBILITY

Smith & Ouzman Ltd has an ongoing commitment to social responsibility and recognises the importance of undertaking ethical business practices, ensuring the health and safety, well being and training of our employees, controlling our impact on the environment, and having a positive impact on the society and communities that we work within.



We undertake to achieve this by working with our customers, employees, suppliers, business partners, communities and other stakeholders to act on our responsibilities by working within our core business principles:

1. We recognise that our social, economic and environmental responsibilities to our stakeholders are integral to our business. We aim to demonstrate these responsibilities through our actions and within our company policies.
2. We take seriously all feedback that we receive from our stakeholders and, where possible, maintain open dialogue to ensure that we fulfil the requirements outlined within this policy.
3. We shall be open and honest in communicating our strategies, targets, performance and governance to our stakeholders in our continual commitment to sustainable development.
4. We are committed to full legal compliance in all that we do.
5. We aim to provide a safe, fulfilling and rewarding career for all our employees.
6. We actively assess and manage the environmental impacts of all our operations.
7. We will further develop our standing as a responsible business in the community.
8. We strive to support local, national and international causes where we have a business presence.
9. We will benchmark and evaluate what we do in order to monitor our outputs against our targets and objectives.
10. We will operate in a way that safeguards against unethical or unfair business practices.

Remember the difference between 'recycled' and 'recyclable'. 'Recyclable' by itself does not mean the item is made from recycled material; it just means the product can be recycled

DID YOU KNOW?

...A recent study has predicted that 20-37% of all plant and animal species on the planet will be committed to extinction by 2050 as a consequence of climate change.

(Source: Environ)



DID YOU KNOW?

...Aluminium cans can be recycled and used as a raw material over and over again without losing any of its properties? One recycled aluminium can provides enough energy to run a television for three hours.

(Source: thinkcans.com)



On average 64,116 plastic vending cups are being recycled per year through Smith & Ouzman; this equates to approximately 53 cups per person per month! This could be greatly reduced by filling up bottles with water, or by reusing cups.

ENVIRONMENTAL TEAM

Smith & Ouzman supports the voluntary role of environmental team member, in addition to usual job functions. Environmental team members will attend an annual meeting looking at issues such as legislation and training.

Any employee with an active interest in the environment can contribute their ideas by placing them in the 'suggestions box', or to a member of the environmental team:

Phil Ouzman – Health & Safety Officer • Jenny Filsell – IMS Officer
Jon Young – Print Room • Emma Rogers – Estimating • Simon Payne – Purchasing
Steve Hollobone – Origination • Kevin Myddleton – Finishing

There will also be regular notices posted on the environmental noticeboard on ways you can contribute to being 'environmentally friendly'; not only at work but at home too.