


Hugh Symons Information Management Alder Hills Park 16 Alder Hills Poole BH12 4AR		
Environmental Policy Statement		
MANUAL TITLE OPERATING PROCEDURES	PARENT REF: BS EN ISO 14001:2004	
PROCEDURE TITLE: ENVIRONMENTAL POLICY STATEMENT	DOC REF: HSIM-ENV-PS 0001	
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WRITTEN BY DAVID FARRELL	APPROVED BY: Uncontrolled Issue	
ISSUED BY DAVID FARRELL	DATE : 22-03-10	

Introduction

The Managing Director and Directors of Hugh Symons Information Management recognise the importance of environmental management.

Where our operations have an effect on the local, regional and global environment, we will strive to continually improve our performance in reducing such effects. This will be achieved by reviewing our progress against short term and long-term objectives, set by the management of our company.

The company has exercised this philosophy for many years, acting in a socially responsible since its establishment in 1974. We are committed to meeting and where possible, exceeding, environmental regulations and applicable legal requirements.

We ensure that our employees are appropriately trained on environmental Issues and have access to this environmental policy.

We seek to raise the awareness of our customers and supplier with regard to our environmental activities.

A documented environmental management system is maintained in accordance with the ISO 14001 standard.

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Environmental Aspects

Through the Integrated management system structure of monitoring and improvements, the company will analyse potential environmental impact in the following areas

Air emissions
Water pollution
Light pollution
Noise pollution
Land contamination
Wildlife
Flora / fauna
Human impact

Company Activities

Company activities will be monitored and improvements made where possible in the following areas.

Waste reduction and recycling
Energy reduction
Vehicle management
Equipment management
Staff training and awareness

Signed..



Chris Booth, Managing Director
March 2010