



ENVIRONMENT POLICY

1. DOCUMENT INFORMATION

1.1. Purpose

To document and communicate the Environment Policy of Otaga Limited and the associated organisational responsibilities to ensure this policy is implemented.

1.2 Scope

This policy covers every activity carried out on behalf of Otaga Limited.

1.3 Affects

This document affects all Otaga Limited employees and contractors under the control of the Company.

1.4 Revision History

| Rev | Date | Remarks | Author | Approved |
|-----|------------|---|--------|----------|
| 01 | 30-07-2009 | First Issue | DD | RoK |
| 02 | 17-10-2011 | Headers footers and document references | DD | ROK |
| | | | | |

1.5 Referenced / Related Company Standards

OQMS-POL-001 Health & Safety Policy
OQMS-POL-005 Quality policy

2.0 STATEMENT OF COMPANY ENVIRONMENT POLICY

2.1 Introduction

As a leading supplier of electrical and associated services, Otaga Ltd recognises that the protection of the environment forms an integral part of its business objectives and is a prime responsibility of all staff.

The Company operates an Environmental Management System and aims to continually improve effectiveness.

2.2 Accordingly, its policy with regard to environmental issues is to:

- Regularly assess the environmental impacts of its activities and, based on the results of the assessments, set annual objectives and targets for the continual improvement of the Company's environmental performance.
- Comply with all relevant environmental legislation and those environmental standards and codes of practice to which it may subscribe.
- Introduce appropriate procedures and systems to ensure the prevention of pollution and minimise its use of natural resources.

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2.3 Organisation and Responsibilities

These will include:

- Measures to improve resource management and conservation.
- Effective waste management, including maximisation of reduction and recycling where possible.
- Provision of secure storage arrangements for all materials which might cause pollution or nuisance.
- Use of control and abatement techniques for emissions which might cause pollution or nuisance.
- Monitoring its compliance with regulatory, national and Company standards and taking action to ensure the compliance is maintained.
- Ensure that all Company staff, and others working on its premises, are made aware of its environmental policy and the requirements of its environmental management systems by training and awareness briefings.

2.4 Communication and Training

We have established an internal communication system to ensure that through induction, team briefings, training and regular review meetings all management, operatives and subcontractors are informed and updated on Otaga Ltd.'s policies and arrangements covering energy conservation, raw usage minimisation and waste minimisation particularly when replacing or making changes to practices / equipment.

2.5 Management of Environmental Issues

Environmental Issues are an important part of our management systems and all reasonable efforts are taken at all levels to monitor the environmental impact throughout our company and to review the systems in place.

Senior Management Reviews are held on a regular basis to assess the performance and to review on a planned basis the systems and procedures in place.

This policy is reviewed annually to ensure that it remains relevant and effective in achieving the company's environmental aims and commitments.

This Policy is freely available to any person or party via our website www.otaga.co.uk Persons without access to the internet may request a copy in writing to the under-signed.

Signed _____

Director,
OTAGA LIMITED.

**TALMA DAY
ASSOCIATES**

Tel: 01435 866107

Dated _____

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