



Frost Creative recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods. We have identified the items listed below as the most significant environmental impacts our organisation has and we will target our efforts to minimise these by the policy aims noted below. We encourage customers, suppliers and other stakeholders to do the same.

RESPONSIBILITY

Gary Frost is the Director responsible for ensuring that the environmental policy is implemented. However, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

POLICY AIMS

We endeavour to:

- Comply with and exceed all relevant regulatory requirements.
- Continually improve and monitor environmental performance.
- Continually improve and reduce environmental impacts.
- Incorporate environmental factors into business decisions.
- Increase employee awareness and training.

Paper

- We will minimise the use of paper in the office.
- We will seek to buy recycled and recyclable paper products.
- We will reuse and recycle all paper where possible.

Energy and water

- We will seek to reduce the amount of energy used as much as possible.
- Lights and electrical equipment will be switched off when not in use.
- The energy consumption and efficiency of new products will be taken into account

when purchasing.

Office supplies

- We will evaluate if renting/sharing is an option before purchasing equipment.
- We will evaluate the environmental impact of any new products we intend to purchase.
- We will favour more environmentally friendly and efficient products wherever possible.
- We will reuse and recycle everything we are able to.

Transportation

- We will reduce the need to travel, restricting to necessity trips only.
- We will promote the use of travel alternatives such as e-mail or video/phone conferencing.
- We will favour 'green' vehicles and maintain them rigorously to ensure ongoing efficiency.

Maintenance and cleaning

- Cleaning materials used will be as environmentally friendly as possible.
- We will only use licensed and appropriate organisations to dispose of waste.

Monitoring and improvement

- We will incorporate environmental factors into business decisions.
- We will increase employee awareness through training.
- We will review this policy and any related business issues at our monthly management meetings.

Culture

- We will involve staff in the implementation of this policy, for greater commitment and improved performance.
- We will provide staff with relevant environmental training.
- We will work with suppliers, contractors and sub-contractors to improve their

environmental performance.

- We will use local labour and materials where available to reduce CO2 and help the community.

Approved by (including date of approval)	Director of Frost Creative - December 2023
Review cycle	3-yearly
Date of next review	December 2026