

Whitehall Printing Company (Avon) Ltd
Environmental Policy

Introduction and aim:

Whitehall Printing is a Bristol-based colour printing company specialising in the production of commercial Digital and Lithographic print.

We recognise that our business activities interact with the environment in a variety ways. These activities have an impact in the key areas of:

Use of electricity,
Creation of waste.

Whitehall Printing aims to reduce the environmental impacts of the business and to operate in an environmentally responsible manner.

Whitehall Printing is committed to:

- Continual improvement in the environmental impact of its business activities;
- Improving the environmental benefits provided by its products/services;
- Preventing pollution wherever possible;
- Complying with all relevant legal, client, and other third party requirements;
- Adopting best practices applicable to its activities wherever it is practical to do so.

Whitehall Printing will achieve these commitments through the following means:

- The implementation and maintenance of an Environmental Management System that is independently certified as compliant with ISO 14001:2015.
- Employing processes that identify the aspects of the Company's business that have an environmental impact and quantifying the significance of each aspect.
- Setting objectives for reducing its environmental impact and maintaining an environmental performance improvement programme to enable them to be achieved.
- Ensuring that its employees, suppliers and clients are aware of any support required by them to support the Company's commitments and environmental objectives.
- Training its employees in good environmental protection practices and encouraging employee involvement in environmental improvement initiatives.
- Our main environmental objectives are to reduce the amount of electricity used every month, to reduce the amount of waste produced and recycle as much as possible.
- Whitehall Printing will continually monitor the environmental impact of its business activities.

Responsibility

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

Communication

All staff received briefing sessions regarding ISO 14001 and have been provided their own copies of the company's Environmental policy. Whitehall Printing uses an induction checklist with all new staff (including introduction to ISO and all relevant policies). Any changes to legislation, policy, or practice will be communicated to staff by the Directors or HSEQ & Welfare Officer in the form of memos, short meetings or briefings.

We are trying to reduce our environmental impact by:

Recycling

All paper waste, plastic packaging and cardboard waste is collected on a weekly basis by DS Smith. <http://www.dsmithrecycling.com>

All plastic bottles, tins, cans, glass bottles, cardboard (dry recyclables) are recycled and collected on a fortnightly basis by SITA. <http://www.sita.co.uk>

All ink rags are collected 3 monthly by United Eco Services, cleaned and re-issued for re-use. United Eco Services also provide the rag dispensers and bins for storage of used rags. <http://www.united-eco.co.uk>

Waste chemistry (containers) are removed by J&G Metal Environmental Limited, a specialist waste licensed contractor <http://www.jg-environmental.com/index.html>

Waste plates are also fully recycled.

Products we buy

The ink we use is vegetable oil based and manufactured using the maximum amount of renewable vegetable oil based raw materials.

We have on site mixing technology which allows us to mix colours as required thus reducing waste even further.

The vast majority of all our paper is sourced from European Union FSC grade forests where more trees are planted for the future than are felled each year.

Technology

Recently installed press technologies include: CIP3 data technology on press to set ink ducts and control ink flow, Semi-automatic plate changes for improved register and automatic blanket washing – this helps us to make ready jobs faster, more accurately and most importantly with less waste.

By ensuring staff switch off their PCs each night and by utilizing energy saving settings such as 'sleep mode' during the day

We have installed an MIS system allowing all employees to track work in progress, make amends to works instructions, email quotes, purchase orders, and order acknowledgments online or over the intranet. This has vastly reduced the amount of paper required for each job booked in through the factory.

Delivery

We try to group deliveries together by geographical location where at all possible.

Environmental Standards

We have been certified with the environmental standard **ISO14001**, since May 2013. The work undertaken to achieve this standard has helped us to reduce our environmental impact and has provided a framework encouraging continual improvements in this area.

We are **FSC (Forest Stewardship Council)** certified and we are regularly audited to maintain our certification standards.

The Future

We are committed to an audit of our environmental performance every 12 months and review our environmental targets and objectives to ensure they remain appropriate.

The contents of this policy will be communicated to all company employees and is available to all interested parties, including the public, via our website and on request.

Date of initial policy agreement	Agreed by (signatures of Joint Managing Directors):
15/03/2012	 
Date of agreement if changes made to policy	Agreed by (signatures of Joint Managing Directors):
19/03/2015	 
03/02/2016	 
24/01/2018	 