

## SUSTAINABILITY POLICY

We are keen to make sure that our corporate and social responsibility is maintained as high as possible, we try to run an ethical sustainable business providing local investment opportunities wherever possible in particular:

- Conformance to ISO14001 requires us to maintain environmental responsibility and sustainable re-cycling or up-cycling of waste wherever and whenever possible.
- We use recyclable packaging for transportation of the products within its primary packaging. We are able to consolidate deliveries where possible and convenient for customers, saving on both type and quantity of packaging materials. Some cardboard which we are not able to use together with some spare packaging is donated to a local pre-school nursery for use as educational resources.
- For digital, electrical and electronic equipment we attempt to utilize pre-owned equipment where possible, an example of this the use of LED screens and computers where available. Excess electrical and electronic equipment is re-cycled or up-cycled as appropriate for the age and condition of the equipment. Where this type of equipment needs to be recycled then this is carried out locally with component parts stripped and recycled as appropriate.
- Furniture where required, is sourced to ensure suppliers are certified by the Forest Stewardship Council (FSC) or the Programme for the Endorsement of Forest Certification (PEFC).
- Stationary requirements have been reduced substantially as we have introduced digital management systems wherever possible, the STREM Chemical catalogue has been consolidated to reduce paper output and to reduce our carbon footprint. We offer an on-line catalogue whenever possible and have greatly reduced our soft copies and also our data files are kept in the cloud.
- Where necessity drives the use of paper products then we attempt to use recycled products (FSC approved) whenever possible.
- Working closely with customers to amalgamate orders and consolidate deliveries to minimise transport whenever possible.
- Where possible remove the need for paper invoicing, manage online invoicing, statements and reconciliation to reduce or remove the need to keep paper records.

We support local mentoring schemes where possible e.g. providing talks to local schools when requested, looking for opportunities to provide work experience to young adults as the company grows.