

Environmental Policy

Introduction

Direct Valeting Limited is a nationwide business providing professional valeting services to the main automotive dealerships and related businesses, operating from a centrally based head office near Stoke on Trent. Our services are carried out at our clients' dealership premises and are controlled by our account management teams spread across England and Wales. We recognise that our operations result in emissions to air and water, and the generation of waste. It is our aim to comply with legislation and other requirements, and to continue to reduce the environmental impacts of our business and operate in an environmentally responsible manner. This policy describes how we will achieve our aim.

Responsibilities

This environmental policy applies to all our operations including management, office services, site operations, and procurement. Jason Carpenter has overall responsibility for ensuring that sufficient resources are made available to enable the business to achieve our environmental objectives and targets and that the policy is implemented.

Neil Outram has the day-to-day responsibility for ensuring that the requirements of this policy are being followed and for monitoring the effectiveness of the objectives, however, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

Objectives

During 2023 and 2024, we aim to continue to:

- Reduce our use of energy, water and natural resources.
- Reduce our waste.
- Reduce vehicle emissions to air.
- Improve employee awareness and performance.
- Improve our working practices.
- Monitor our progress.

Execution (fulfilling our objectives)

To achieve our objectives, we are adopting the principles of eliminate, reduce, reuse, and recycle. Examples of the strategies we will be using to achieve this include:

- Actively conserving energy and water by monitoring usage and training staff.
- Reducing paper usage by replacing documents with electronic procedures.
- Recycling paper, cardboard, plastic and metal waste generated in the office.
- Ensuring the safe keeping, transportation and subsequent recovery or disposal of waste.
- Using recycled construction materials whenever these can be commercially justified.
- Reducing the generation of general and hazardous wastes through careful usage and stock controls, and ensuring all jobs are accurately scoped and priced to support this objective.

- Improving working practices to reduce the number and quantity of materials being used.
- Maintaining full command of the company fleet, ensuring correct servicing of all vehicles, and reducing mileage, with the aid of vehicle telematics and through careful assignment of geographical areas of responsibility and the scheduling of work, deliveries and equipment maintenance needs, including working from home; and in the medium to longer term, replacing end-of-term vehicles with hybrid and full-electric vehicles, as quickly as technology and infrastructure allow.
- Including environmental considerations in investment decisions for new plant, equipment and working practices.
- Working with existing suppliers to reduce the environmental impact of their products and transportation and seeking responsible alternative suppliers where possible.
- Working with our customers to manage waste and the impact of trade effluent on the environment.
- Informing all employees about the company's environmental objectives and how they can assist in fulfilling them.

Monitoring and auditing

Progress against these objectives will be monitored through:

- Annual management review of this environmental policy and any associated environmental procedures.
- Internal audits of environmental procedures.
- The monitoring of environmental objectives and associated KPI's / targets.
- Monthly management meetings.

Communication

This environmental policy will be communicated and distributed to all our employees and account locations and made available to all other interested parties through our website at www.directvaleting.co.uk. All members of staff will receive training on the environmental responsibilities of their role and will be informed of any updates or revisions via e-mail or team meetings.

Signed _____

Jason Carpenter
Managing Director

[Date]