

Ref. No:	IMS-POL-14	<b>Sustainability Policy</b>	
Rev. Status:	01 MAR 21	(See QA-M-01)	

**Nicol of Skene Ltd is committed to promoting sustainability. Concern for the environment and promoting a broader sustainability agenda are integral to Nicol of Skene's professional activities and the management of the organisation. We aim to follow and to promote good sustainability practice, to reduce the environmental impacts of all our activities and to help our clients to do the same.**

Our Sustainability Policy is based upon the following principles:

- To comply with, and exceed where practicable, all applicable legislation, regulations and codes of practice.
- To integrate sustainability considerations into all our business decisions.
- To ensure that all staff are fully aware of our Sustainability Policy and are committed to implementing and improving it.
- To minimise the impact on sustainability of all office and transportation activities.
- To make clients and suppliers aware of our Sustainability Policy and encourage them to adopt sound sustainable management practices.
- To review, monitor and continually strive to improve our sustainability performance.

In order to put these principles into practice we will:

- Avoid physically travelling to meetings etc where alternatives are available and practical, such as using teleconferencing, video conferencing or web cams, and efficient timing of meetings to avoid multiple trips. These options are also often more time efficient, while not sacrificing the benefits of regular contact with clients and partners.
- Reduce the need for our staff to travel by supporting alternative working arrangements, including home working etc. where possible.
- Minimise our use of paper and other office consumables, for example by printing double sided and restricting colour printing and identifying opportunities to reduce waste.
- As far as possible arrange for the reuse or recycling of office waste, including paper, computer supplies and redundant equipment.
- Reduce the energy consumption of office equipment by purchasing energy efficient equipment and good housekeeping.
- Purchase electricity from a supplier committed to renewable energy. Seek to maximise the proportion from renewable energy sources, whilst also supporting investment in new renewable energy schemes.
- Heat our head office, stores and workshops using an energy efficient Biomass Heating Plant and provide hot water for the site using a waste heat recovery system.

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- Ensure that any timber products purchased, are recycled or from well-managed, sustainable sources and are Forest Stewardship Council (FSC) certified.
- Ensure that any Subcontractors, Suppliers or Designers that we employ take account of sustainability issues.
- Strive to achieve a more paperless office.
- Through our Masternaut Vehicle Tracking software continually monitor all vehicle journeys and optimise load-building to ensure that all vehicle movements and volumes are minimised thereby reducing our CO2 emissions.

### **Sustainable Aggregates Procurement**

In line with the commitment to promote sustainability and minimise the environmental impact of our activities, Nicol of Skene will endeavour to procure aggregates that have been responsibly sourced.

- When sourcing aggregates, preference will be given to recycled or secondary aggregates, wherever permissible by contract specification.

**Authorised by:**

  
**Peter-Jon Cowe**  
**Chief Operating Officer**

**Date: 05<sup>th</sup> January 2026**

**Next Review Due: January 2027**