

# Waste & Environmental Management Policy

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## **Introduction.**

All waste arising from the business activities shall be disposed of in the proper manner and in accordance with the Environmental Protection Act.

Where possible we shall implement our 'recycling' procedures to help reduce the extent of waste going to landfill. Recycling initiatives shall be adopted across the business in an attempt to widen the levels of understanding of all employees regarding waste and cost.

A Bright Solution Ltd. is committed to protecting the environment and minimising the effect that our operations may have on the environment.

Overall and final responsibility for waste and environmental management implementation in the company is that of the Managing Director.

## **Transport**

A Bright Solution Ltd. operates a fleet of company vehicles. Vehicles are selected from an approved listing, which includes the co-emission as criteria for selection.

All company drivers are encouraged to be safe drivers and are instructed and trained to maximise their productive work by limiting their daily travel distance through close management and planning of their work.

## **Energy Management**

A Bright Solution Ltd head office is heated by an efficient heating system, which, include a semi-automatic control system to ensure most efficient operation and provide adequate heating.

Boilers and associated control equipment are routinely maintained to ensure optimum efficiency, where practical radiator and room thermostats are employed and employees are advised to maintain settings in line with the daily environment. Periodic checks are made to ensure settings are appropriate.

Air conditioning equipment, where provided, is routinely maintained and the cooling agents are in compliance with current legislation and checks are made to ensure settings are appropriate.

Employees are reminded of the need to switch off unnecessary lighting and electrical appliances as a means of saving energy. The office layout is such so as to make best use of natural lighting.

Due to the fact, that the A Bright Solution Ltd office is not a consumer of large amounts of gas and electricity, the organisation has decided that financial investment shall not be made to determine a carbon footprint. However, continual financial investment shall be made when required, to ensure that the organisation is operating to waste and environmental management legislation and best working practices.

## **Spillages**

All spillages of substances shall be contained as quickly as possible and cleared up ready for disposal, and disposed of in the correct manner. Spill-kits shall be available in areas of work the likelihood of spillages exists, and clear-up procedures made available for reference by employees in those areas.

## **Sanitary Waste Water**

Sanitary waste water resulting from the use of toilets and sinks is discharged into the municipal foul sewer system. No special license is required from the local water company, but water rates are charged by the local water company as payment for water treatment which is performed at a water treatment plant. Anyone who discovers any problems with the sanitary waste water system such as suspect blockages or smells and odours, shall report the matter to the Managing Director.

## **Storm Water**

Waste water resulting from the runoff of natural precipitation such as rain, snow, ice, ect, shall be mainly discharged into a storm water drainage system. No special license is required, but water rates are charged by the local water company as payment for the collection and treatment of storm water.

## **General Waste**

General waste from field operations is transported to head office and disposed/recycled of in a designated skip provided by a licensed waste/recycle collection company or collected from site. General waste from office operation is also disposed of in this manner.

## **Training**

Employees shall receive initial and periodic training appropriate to their job responsibilities that will enable them to manage waste in a manner that minimizes risks to themselves, other employees, the public and to the environment and to ensure compliance with local regulations and the requirements of this standard.

## **Waste Storage**

Waste shall only be stored in designated storage areas where:

1. The area has been designed to minimize the potential for uncontrolled spills and releases to the environment;
2. Access to waste storage areas has been limited to employees who have received training in proper waste handling and storage methods;
3. The area has been clearly identified and marked;
4. Periodic inspections are conducted and documented to ensure that waste is being managed adequately.

## Incident Reporting

Any significant incidents involving an environmental hazard will be reported to the Managing Director who shall investigate the incident and report the finding to the Environment Agency if required.

## Waste Reusing

Where ever possible A Bright Solution Ltd. shall reuse packaging materials to help assist to minimise waste produced by our field and office operations.

## Purchasing

Where ever possible A Bright Solution Ltd. shall purchase equipment from organisations that operate and work to a suitable environmental management system and manufacture using a sustainable source of raw materials.

However, A Bright Solution Ltd. shall not purchase second hand equipment, tools or supplies to be used in office or field operations as such equipment may not meet the relevant safety standards required for the organisation to fulfil its statutory duties under the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999.

Signed.....  
Mick Barrett  
Director  
8th August 2025



Signed.....  
Sam Pailor  
Director  
8th August 2025

