



Environmental Policy

It is the policy of Capital Document Solutions to protect our environment by recognising that concern for the environment is part of our corporate responsibility. We will endeavour to manage our activities in a way that works towards achieving and exceeding our environmental objectives. We will work to continuously improve our environmental performance by reducing greenhouse gas emissions, we will prevent pollution and we will strive to implement work procedures which are environmentally sustainable.

The following significant aspects have been identified from our Risks & Opportunities Register as having the highest priority and ones that the Company will influence effectively:

- Electrical & gas consumption
- Vehicle emissions and fuel consumption
- Servicing and packaging waste
- Segregation of waste for recycling
- Recycling of equipment

The Company will identify and fulfil all relevant environmental compliance obligations, especially legal and statutory legislation and other requirements within associated business accreditations.

The Company's Environmental Policy will be communicated to all staff and will be available to the public through the company's web site. The Company will commit adequate resources to enable the above objectives to be achieved.

Our Environmental Management System is externally audited by BSI Assurance UK Ltd and has been certified as meeting the requirements of BS EN ISO 14001:2015.

The Company is committed to continually improve the Environmental Management System in order to enhance environmental performance.

Tom Flockhart
Managing Director
14 August 2018