



MEM Recruitment recognises and understands the importance of protecting the environment in which we operate. We are fully committed to minimising the impact that running our business has on the environment and we encourage our clients, suppliers and other stakeholders to do the same.

Is aware that our business activities result in: the use of energy and water, the generation of waste, transport emissions etc. and we will comply with all relevant legislative, regulatory and other environmental requirements in order to act in a socially responsible manner and we will strive to continuously improve our environmental performance.

We will aim to:

1. Minimise the use of natural resources;
2. Minimise the generation of waste and implement/promote recycling;
3. Minimise pollution and promote greener transport options;
4. Purchase and promote the use of greener office and cleaning products;
5. Consider the environmental impact of any business decisions made;
6. Inform and encourage staff at all levels to act in an environmentally responsible manner and provide training where necessary;
7. Make this policy available to any interested external parties and to all employees;

Alan Owen will be responsible for implementing the above objectives, reviewing progress and continuously updating this policy as necessary. The Company will review this policy periodically and publish the results on each of the shared drives for each branch of the company.

Signed

 Alan Owen

Date

10/04/2021

Job title

Data Manager & DPO

	Office	<b>Issue No</b>	2
<b>Document Name</b>	Environmental Policy	<b>Page No</b>	1 of 1
<b>Procedure Ref</b>	MEM office 00015	<b>Date</b>	10/04/2020
<b>Prepared By</b>	Tim Woodward	<b>Approved By</b>	Alan Owen Operations Manager
<b>Reason for Change</b>	Document control		