

MGJ Engineering Ltd recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods. We will encourage customers and suppliers to do the same.

### **Responsibility**

Jodie Rayner, Office Manager, is responsible for ensuring that this environmental policy is implemented, however all employees have a responsibility in their area to ensure that the aims and objectives of this policy are met.

### **Policy aims**

We endeavour to:

- Comply with all relevant regulatory requirements.
- Continually improve and monitor environmental performance.
- Continually improve and reduce environmental impacts
- Incorporate environmental factors into business decisions.
- Increase employee awareness and training.

### **Paper**

We will:

- Minimise the use of paper in the office.
- Reduce packaging as much as possible.
- Seek to buy recycled and recyclable paper products.
- Reuse and recycle all paper where possible.

### **Energy and water**

We will seek to:

- Reduce the amount of energy used as much as possible.
- Switch off lights and electrical equipment when not in use if possible.
- Adjust heating with energy consumption in mind.
- Take energy consumption and efficiency of new products into account when purchasing them.

### **Office Supplies**

We will:

- Evaluate if the need can be met in another way.
- Evaluate the environmental impact of any new products we intend to purchase.
- Favour more environmentally friendly and efficient products wherever possible.
- Reuse and recycle everything we are able to.

### **Transportation**

We will:

- Reduce the need to travel, restricting to necessary trips only.
- Promote the use of travel alternatives such as e-mail or video/phone conferencing.

### **Maintenance and cleaning**

We will:

- Use cleaning materials that are as environmentally friendly as possible.
- Use materials in any office refurbishment that are as environmentally friendly as possible.
- Only use licensed and appropriate organisations to dispose of waste.

### Monitoring and improvement

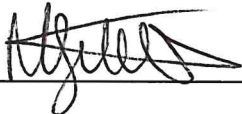
We will:

- Comply with all relevant regulatory requirements.
- Continually improve and monitor environmental performance.
- Continually improve and reduce environmental impacts.
- Incorporate environmental factors into business decisions.
- Increase employee awareness through training.
- Review this policy and any related business issues at management meetings.

### Culture

We will:

- Update this policy at least once annually in consultation with staff and other stakeholders where necessary.
- Involve staff in the implementation of this policy, for greater commitment and improved performance.
- Work with suppliers, contractors and subcontractors to improve their environmental performance.
- Use local labour and materials where available to reduce CO2 and help the community.

A handwritten signature in black ink, appearing to read 'Michael Johnson', written over a horizontal line.

Michael Johnson

Director

Date of Expiry

24th January 2026