



## Environmental Policy

### Our business statement

Beech Web Services Ltd. recognises that it has a responsibility to the environment beyond legal and regulatory requirements.

Sustainability is one of our core values and 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, with regular review points. We are constantly on the look-out for more and better methods of being a more sustainable business

### Responsibility

Rosalind Healey, Director, is responsible for ensuring that the environmental policy is implemented. However, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met. We take steps both internally and externally to show our commitment to reducing our environmental impact.

Below is a summary of our actions:

Internally	Actions
<b>Waste management</b>	<ul style="list-style-type: none"><li>• We will reduce the amount of waste produced and recycle where possible</li><li>• We will prevent the release of pollutants that can cause environmental damage (if relevant)</li><li>• We only print documents when absolutely necessary</li><li>• We send out digital versions of all our proposals, quotes and client documents</li><li>• We use online billing.</li></ul>
<b>Office supplies</b>	<ul style="list-style-type: none"><li>• We will evaluate the environmental impact of any new products we intend to purchase</li></ul>
<b>Monitoring and improvement</b>	<ul style="list-style-type: none"><li>• We will continually improve and monitor environmental performance.</li><li>• Before we launch any website, it has to pass an industry-standard carbon footprint test to ensure it meets our sustainability standards.</li></ul>
<b>Maintenance and office cleaning</b>	<ul style="list-style-type: none"><li>• The cleaning materials we use will be checked to ensure they are as environmentally friendly as possible.</li></ul>
<b>Energy</b>	<ul style="list-style-type: none"><li>• Lights and electrical equipment will be switched off when not in use and our heating will be adjusted with energy consumption in mind</li></ul>



- We have a 'lights off' Friday policy for the office
- We set an automatic deletion date for emails to reduce mailbox storage requirements
- We use energy-efficient website hosting  
We only partner with web hosting providers that use renewable energy sources or have energy-efficient data centers to help our reduce carbon footprint
- Optimised design and content  
Our websites use minimal, efficient methods. Designing websites with efficient code, properly compressed images and videos, and minimal use of unnecessary features can help reduce data transfer and energy consumption
- Caching and content optimisation  
We use tried and tested methods to maximise website caching and optimisation, which have a significant impact on performance and sustainability
- PCs are switched off at the end of the working day.
- We will increase employee awareness through training
- We will involve staff in the implementation of this policy, for greater commitment and improved performance.

**Our people**

**Water**

**Chemicals and hazardous substances**

**Legal duties**

- We will avoid water wastage wherever possible.
- Wherever possible we will substitute substances that are harmful to the environment with those that have less of an impact.
- We will keep up to date with changes in environmental law and ensure we are fully compliant with our duties.

**Externally**

**Actions**

**Transportation**

**Customers, suppliers and other stakeholders**

**Contractors**

- Where possible, we'll promote the use of alternatives such as email or video/phone conferences;
- We'll reduce the need to travel, wherever possible.
- We will work with suppliers, contractors and sub-contractors to improve their environmental performance.
- We will work with contractors who are equally as committed to reducing their environmental impact.



**Carbon offsetting**

- We have chosen Ecologi as our partner for carbon offsetting and plant a tree for every new website we launch. Our trees planted total increases every month and via Ecologi we are able to actively support many sustainability projects around the world. See our climate impact here <https://ecologi.com/beechwebservices>

**Signed:**

**Print name:** Beech Web Services Ltd

**Date:** 25/08/2023

**Date for next review:** 25/08/2024