

CREATIVE ABILITIES & ASSOCIATES LTD

Environmental Policy Statement

2010 - 2012

"Safe environment in partnership with employees, clients and others"

Creative Abilities and Associates Ltd [CRAB] is committed to the protection of the environment through the promotion of sustainable environmental practices. Our key environmental commitments include:

- **Commitment to continuous improvement**

The Director and the senior managers will monitor the continuous improvement of the Environmental Management System [EMS] through annual reviews and by providing management resources. EMS is integrated into CRAB's quality management systems. This paves the way for continuous improvement of sound environmental practices through quality management.

- **Compliance with legal requirements**

CRAB will wholly comply with all relevant environmental regulatory requirements and maintain a register of these requirements for monitoring purposes.

- **Reduction in significant environmental impacts**

CRAB managers will periodically assess the environmental aspects & impacts of our activities and maintain a register with controls most likely to reduce these impacts. These will be systematically reviewed for effectiveness. Target areas to focus on are:

- CRAB will minimise its energy [power, water & fuel] usage. [Reduced energy consumption will reduce pollution]
- CRAB will minimise its waste by **REducing, REcycling & REusing**. [Reduced printing will minimise paper use and will reduce wood fibre and energy depletion]
- CRAB will ensure that wastes are disposed appropriately to protect the local environment and community. Contractors' methods of waste disposal will also be monitored.

- **Formulating and reviewing of environmental objectives**

SMART [Specific, measurable, attainable, realistic and timely] objectives to reduce environmental aspects and impacts will be set periodically. Achievement of these targets will be evaluated biannually. The evaluation report will be submitted to the Director, managers, employees and to others upon request.

- **Consultative approach**

CRAB firmly believes that resource efficiency cannot be achieved without the participation of its staff, clients, and others [visitors/contractors/public]. Our EMS will be managed through a consultative approach. Suggestions regarding environmental issues will be addressed promptly. All new employees, & contractors will undergo induction to create environmental awareness.

[This policy is a public document available to everyone: displayed in reception area]



Elizabeth Soper [Director]

Date: 01:04:10

Date	V#	Reason for revision	Description of revision
11/08/08	1	Date of Issue & Approved by E.Soper, MD & MFC	The policy was created for environmental management system
1/04/10	2	Review date 2010	Review, alignment and integration into CRAB's ISO systems