

# GREEN OFFICE POLICY

Froglife recognises that we have a responsibility to the environment beyond legal and regulatory requirements. As a conservation organisation it is important that our impact on the environment is positive overall and we are particularly aware of the vulnerability of amphibians and reptiles to climate change and habitat loss. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and daily practice, with regular review points. We will encourage customers, suppliers and other stakeholders to do the same.

Froglife will:

- Comply fully with or exceed all statutory and obligatory environmental regulations, and work where appropriate with government and industry to formulate new policies and legislation
- Communicate our policies to all employees, suppliers, clients, and the wider public
- Minimise the use of resources and waste by applying principles of reduce, repair, reuse, recycle
- Reduce energy consumption through energy efficient technology and high standards of housekeeping
- Reduce the need to travel and promote alternatives. Encourage use of public transport, bicycles and walking among employees and sub-contractors for work and commuting.
- Assess in advance the environmental impacts of any proposed activity, new process or equipment
- Communicate and train staff on environmental objectives, issues and practices. This includes staff induction.
- Seek to continually improve our environmental performance via monitoring, measurement and regular management review
- Encourage our suppliers and sub-contractors to improve their environmental performance
- Regularly review our purchasing policy and procedures to ensure products, suppliers and sub-contractors are environmentally friendly wherever practicable





## MANAGEMENT

Kathy Wormald, CEO, is responsible for ensuring that the environmental policy is implemented. All employees have a responsibility in their area to ensure that the aims of the policy are met.

Progress on improvement of environmental performance will be a standard item at senior management meetings.

## REPORTING

We will report annually to Trustees on progress made, including statistical information.

## REVIEW

The effectiveness and validity of this environmental policy shall be reviewed annually upon its adoption.

