Environmental Policy

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Company Name: Matic Media Services Limited t/a Graphic Warehouse **Date of Issue:** 21/02/2024
Review Date: 19/03/2026

Introduction

Matic Media Services Limited t/a Graphic Warehouse is committed to minimizing its environmental impact and promoting sustainable practices throughout its operations. We recognise our responsibility to protect the environment and are dedicated to integrating sound environmental practices into our business strategy and decision-making processes.

Scope

This policy applies to all employees, contractors, and stakeholders associated with Matic Media Services Limited. It covers all aspects of our operations, including production, logistics, procurement, waste management, and resource usage.

Key Commitments

We are committed to:

1. **Compliance:** Ensuring full compliance with all applicable environmental legislation, regulations, and codes of practice.
2. **Resource Efficiency:** Minimizing waste and promoting efficient use of energy and materials.
3. **Sustainable Procurement:** Sourcing materials from suppliers who demonstrate environmental responsibility.
4. **Pollution Prevention:** Implementing measures to prevent pollution and reduce emissions where possible.
5. **Waste Reduction and Recycling:** Reducing waste generation, promoting recycling initiatives, and managing waste responsibly.
6. **Employee Engagement:** Raising awareness among employees and promoting environmentally friendly practices both at work and beyond.
7. **Continuous Improvement:** Regularly reviewing and improving our environmental practices to reduce our ecological footprint.

8. **Communication:** Clearly communicating our environmental policy to employees, clients, suppliers, and the wider community.

Implementation and Monitoring

The management team is responsible for implementing this policy and ensuring that environmental considerations are integrated into day-to-day operations. Regular training will be provided to ensure staff awareness and engagement with our environmental goals. Progress will be monitored and reported annually, with objectives reviewed and updated as necessary.

Responsibility

All employees are expected to take individual responsibility for incorporating environmental practices into their work. Management will support and encourage initiatives that align with this policy.

Review and Revision

This policy will be reviewed periodically to ensure it remains relevant and effective. Updates will be made as required to reflect changes in legislation or company practices.

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