



GENIE
CLEANING GROUP

ENVIRONMENTAL POLICY

INTRODUCTION

The Genie Group Northants LTD recognise that our cleaning, clearance & waste management operations result in emissions to air and water, as well as the generation and disposal of waste. It is our aim to comply with legislation and other requirements, continue to reduce the environmental impacts of our business and operate in an environmentally responsible manner. This policy describes how we will achieve our aim.

RESPONSIBILITY

This environmental policy applies to all of our operations including management, office services, site operations, and procurement. Cavan Wardell (Managing Director) has overall responsibility for ensuring that sufficient resources are made available to enable the business to achieve our environmental objectives and targets and that the policy is implemented.

Glenys Mellows (Operations Director) has the day to day responsibility for ensuring that the requirements of this policy are being followed and for monitoring the effectiveness of the objectives. However, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

OBJECTIVES

During 2024 we aim to:

- Make efficient use of natural resources by conserving energy and water, minimising waste and increasing recycling where possible
- Meet our duty of care requirements in relation to waste by ensuring the safe keeping, transportation and subsequent recovery or disposal of waste
- Keep transport use to a minimum and regularly service vehicles to maintain their efficiency
- Work with suppliers to ensure they recognise and reduce the environmental impact of their products and transportation
- Include environmental considerations in investment decisions for new equipment or working practices
- Inform and train all employees of the companies environmental objectives and how they can assist in meeting targets
- Use the most environmentally friendly cleaning products whenever possible



TARGETS

To achieve our aims, we have set ourselves the following targets:

- Reduce vehicle emissions to air by the scheduling of work to reduce mileage and servicing all vehicles
- Reduce the generation of general and hazardous wastes by reducing the amount of stock held in stores and ensuring all jobs are accurately scoped and priced to ensure material usage is minimised
- Appropriately sort all waste produced at sites to ensure waste is recycled correctly
- Recycle as much paper, cardboard, plastic and metal waste generated in the office as possible
- Reduce paper usage by increasing the use of e-mail and electronic documentation
- Reduce energy consumption by monitoring energy usage and training staff on basic housekeeping

MONITORING AND AUDITING

Progress against these objectives will be monitored through a number of mediums including:

- Annual management review of this environmental policy and any associated
- environmental procedures
- Regular internal audits of environmental procedures
- The monitoring of environmental objectives and associated KPI's / targets
- Monthly management meetings.

COMMUNICATION

All members of staff will receive training on the environmental responsibilities of their role, and will be informed of any updates or revisions via e-mail or team meetings.

SIGNED:



Managing Director

DATE: 05/01/2024



ENVIRONMENTAL MANAGEMENT PROCEDURES AT THE GENIE CLEANING GROUP

At The Genie Cleaning Group, we are committed to minimizing our environmental footprint through robust environmental management procedures. Our approach encompasses various strategies aimed at reducing, preventing, and responsibly addressing environmental impacts. How we ensure effectiveness in our environmental management procedures is outlined below:

1) Discharging Relevant Legal Responsibilities:

- Compliance Audits and Documentation:
 - Regular audits are conducted to ensure adherence to environmental laws and regulations.
 - Detailed records and documentation are maintained to evidence compliance efforts.
- Dedicated Compliance Oversight:
 - A designated compliance officer oversees and ensures adherence to environmental regulations, keeping abreast of legal updates and requirements.

2) Communication of Arrangements to Employees:

- Comprehensive Training Programs:
 - Regular training sessions are conducted to educate employees on environmental objectives, procedures, and legal responsibilities.
 - Attendance records and training materials are maintained as evidence of employee education on environmental practices.
- Transparent Internal Communication:
 - Information regarding environmental policies, updates, and achievements is communicated through emails, and app notifications.

3) Response to Environmental Incidents, Emergencies, and Complaints:

- Incident Response Preparedness:
 - A well-defined incident response plan outlines procedures for addressing environmental incidents and emergencies.
 - Regular drills are conducted to test the efficiency of response mechanisms.
- Monitoring and Record-Keeping:
 - Monitoring systems are in place to detect environmental issues promptly.
 - Incident logs and detailed records are maintained, documenting incidents, complaints, and their resolutions.

Environmental Management Procedures Implemented:

- Resource Efficiency: We prioritize resource efficiency by conserving energy and water, minimizing waste generation, and maximising recycling opportunities.
- Duty of Care Compliance: Our waste management protocols ensure safe storage, transportation, and responsible recovery or disposal of waste, meeting all legal requirements.
- Vehicle Efficiency: We minimise transport use and maintain our vehicles regularly to optimise efficiency and reduce emissions.

- **Supplier Collaboration:** Collaborating with suppliers, we ensure they recognise and reduce the environmental impact of their products and transportation methods.
- **Environmental Considerations in Investments:** Environmental considerations are integrated into our investment decisions for new equipment and working practices.
- **Employee Training:** All employees are informed and trained on our environmental objectives and their role in meeting targets.
- **Environmentally Friendly Products:** We prioritise the use of environmentally friendly cleaning products wherever feasible.

At The Genie Cleaning Group, we are dedicated to upholding our environmental commitments and continually improving our practices to further reduce our impact on the environment.

Supplier Selection:

1. Compliance with Legal Requirements:

- **Adherence to Environmental Laws:** Suppliers must comply with all relevant local, national, and international environmental regulations and standards applicable to their operations.

2. Environmental Management Systems:

- **Implementation of EMS:** It is preferable that suppliers have an established Environmental Management System (EMS) in place, such as ISO 14001 certification, demonstrating a structured approach to managing environmental impact.

3. Waste Management and Reduction:

- **Waste Minimisation:** Suppliers should prioritise waste reduction strategies, including proper sorting, recycling, and responsible disposal of waste generated during their operations.
- **Hazardous Waste Handling:** Demonstrate proper handling and disposal methods for hazardous materials in compliance with regulatory standards.

4. Energy and Resource Efficiency:

- **Energy Conservation:** Suppliers must strive to conserve energy and optimise resource usage in their processes, using energy-efficient equipment and technologies where feasible.
- **Water Conservation:** Implement measures to reduce water consumption and prevent water pollution in their operations.

5. Use of Environmentally Friendly Products:

- **Eco-Friendly Cleaning Agents:** Suppliers should prioritise the use of environmentally friendly and biodegradable cleaning products that minimise harm to ecosystems and human health.

6. Emissions and Pollution Control:

- **Air and Water Quality Protection:** Suppliers must have measures in place to control emissions and prevent pollution, ensuring minimal impact on air and water quality in their operations.

7. Continuous Improvement and Reporting:

- Continuous Monitoring and Improvement: Suppliers should demonstrate a commitment to continuous improvement in environmental performance, implementing measures to reduce their environmental footprint over time.
- Reporting and Transparency: Suppliers must provide regular reports on their environmental performance metrics, fostering transparency and accountability.

8. Sustainability and Eco-Friendly Practices:

- Support for Sustainable Practices: Suppliers should support sustainable practices beyond legal requirements, such as promoting renewable energy use or implementing green initiatives.

These standards aim to ensure that suppliers adhere to environmentally responsible practices while conducting their operations and stress the importance of ongoing improvement and transparency in environmental performance

