

The management and directors of Protrans Transport & Logistics recognise the importance of environmental protection and are committed to establishing and maintaining a management system to ensure that we achieve each of the following environmental objectives:

- Compliance with applicable regulations and the requirements of ISO 14001
- Protect the environment for future generations
- Continual improvement of our environmental management systems
- Communicate and train our staff to ensure that this policy is understood and upheld throughout the organisation
- Our Environmental Policy is available to interested parties outside our organisation via our website
- Prevent pollution of the environment arising from any of our activities or processes.
- Avoid waste of natural resources
- Review our policies and systems to ensure they continue to be valid and effective
- We will use our documented management system and the requirements of legislation, codes and standards as the framework for ensuring that we continue to set and achieve our environmental targets and objectives.

Date: 09/06/2021



Director, Protrans Transport & Logistics

## **1. MISSION STATEMENT**

Protrans Transport & Logistics recognises that it has a responsibility to the environment beyond legal and regulatory requirements.

We view the nature of our business as being a privilege which places us in a single stand alone and unique position to impact significantly on our entire client base's own environmental performances. We are committed to ensuring the principles of the waste hierarchy; the best practice framework model for waste management is being fully adhered to and implemented.

In addition, we are also committed to reducing our own environmental impact by continually improving our environmental performance as an integral part of our business strategy and operating methods, with regular review points.

## **2. RESPONSIBILITY**

Ciaran McGrath, Company 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.

## **3. POLICY AIMS**

We endeavour to:

- Comply with and exceed all relevant regulatory requirements.
- Continually improve and monitor environmental performance.
- Continually improve and reduce environmental impacts.
- Incorporate environmental factors into business decisions.
- Increase employee awareness and training.

## **4. ENERGY AND WATER**

- We will seek to reduce the amount of energy used as much as possible.
- Lights and electrical equipment will be switched off when not in use.
- Heating will be adjusted with energy consumption in mind.
- The energy consumption and efficiency of new products will be taken into account when purchasing.
- We will seek to minimise the use of water across all operations.

## **5. FUEL AND EMISSIONS**

- We are committed to incorporating an increased blend of biofuels into the consumption of our entire fleet of vehicles.
- Improving the overall efficiency of every scheduled daily run, including performance and economy across the fleet through training and awareness and monitoring for impact.
- We will reduce the need to travel, restricting to necessary trips only.
- We will promote the use of travel alternatives such as e-mail or video/phone conferencing.

## **6. OFFICE SUPPLIES**

- We will evaluate the environmental impact of any new products we intend to purchase.
- We will favour more environmentally friendly and efficient products wherever possible.
- We will reuse and recycle everything we can.
- Where it is necessary to print

## **7. MAINTENANCE AND CLEANING**

- Cleaning materials used will be as environmentally friendly as possible.
- Materials used in office refurbishment will be as environmentally friendly as possible.
- We will only dispose of waste in accordance with the waste hierarchy.

## **8. MONITORING AND IMPROVEMENT**

- We will comply with and exceed all relevant regulatory requirements.
- We will continually improve and monitor environmental performance.
- We will continually improve and reduce environmental impacts.
- We will incorporate environmental factors into business decisions.
- We will increase employee awareness through training.
- We will review this policy and any related business issues at our monthly management meetings.

## **9. CULTURE**

- We will involve staff in the implementation of this policy, for greater commitment and improved performance.
- We will update this policy at least once annually in consultation with staff and other stakeholders where necessary.
- We will provide staff with relevant environmental training.
- We will work with suppliers, contractors and sub-contractors to improve their environmental performance.
- We will use local labour and materials where available to reduce CO2 and help the community.

## **10. COMMUNICATION**

Communication Channels are in place within the organisation to ensure that all staff are aware of the effectiveness of the IMS.

Methods used may include: - Verbal Communication, Memos, Emails and Meetings

The Company has determined and implemented effective arrangements for communicating with customers in relation to;

- a) Product/service information through the use of email and verbal communication
- b) Enquiries, contracts or order handling, including amendments
- c) Customer feedback, including customer complaints

Internal communication is not a problem at Protrans because operations are conducted in a "team" environment with hands-on involvement by top management. Where appropriate, communication can be made verbally, by mobile telephone or email.

External communications received are actioned and recorded as appropriate. In keeping with Protrans core values, the protection of our environment by the diversion of material away from landfill, we will communicate and co-operate with all parties who are similarly interested in the protection of our environment for future generations.

Protrans Transport & Logistics has established this policy to detail the methods to be used for

external and internal communications.

Consideration will be given to the environmental attributes of the communication media. The use of paper for internal and external communications will be minimised in favour of the use of electronic media and the Internet.

All means of communication of relevant information to employees shall be used, including but not limited to:

- Notice boards
- Leaflets to road and non-road vehicle drivers
- Employee Induction and Appraisals
- Workshops, seminars, and other training

Where information for dissemination becomes available it shall be communicated to the employees at the next available meeting or briefing. Where employees have a particular requirement for improving their awareness due to the nature of their activities, suitable training will be organised and provided.

Any contractor working on the Company's behalf will be made aware of the Company's Quality, Environmental and Health and Safety policies, relevant procedures, and the standards of care with regards to quality, the environmental and Health and Safety protection expected under the Management System, before and work commences.

All correspondence from regulatory authorities relating to suspected Environmental / Health and Safety offences will be treated as a complaint and prioritised for urgent action. In all these cases, the Commercial Director will be informed of all communication from external interested parties. Where necessary, a response will be made within 28 days, or within the specified time scale, by the initial addressee if possible, or by the Directors, or a nominated representative, in other cases.

External interested parties will be periodically informed of development in the management system to be determined at management reviews.

Correspondence falling into the category of a complaint or incident will be dealt with in the accordance with the requirements of both this procedure and the procedure for Non-Conforming Product, Corrective and Preventative Action.

No employees are permitted to speak on behalf of the company to external bodies without express consent from a director. Only the Directors may communicate with external bodies i.e., regulatory authorities EPA, HSA journalists, television reporters, radio presenters.

09/06/2021



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