

ENVIRONMENT POLICY

ARTICLE 13 LTD

COMMITMENTS

It is the policy of the management of Article 13 Ltd to respect the environment and to reduce the Company's environmental impact.

Article 13 recognises that its operations and client projects have an effect on the local, regional and global environment. As a result, Article 13 is committed to continuous improvements in environmental performance and the prevention of pollution.

Environmental regulations, laws and codes of practice will be regarded as setting the minimum standards of environmental performance.

Article 13 seeks to demonstrate active leadership in environmental management, and inspire clients, partners and its wider networks to do the same.

STAFF RESPONSIBILITIES

All employees and temporary workers have a duty to consider the effects on the environment of their work for Article 13, both in Article 13's internal operations and through projects for clients and partners.

Office Environmental Guidelines may be found in the Staff Handbook.

MANAGEMENT RESPONSIBILITIES

The Directors are responsible for implementing an action plan to ensure Article 13 achieves its commitments and goals.

Article 13 aims to ensure that:

- material consumption is reduced, through efficient use and careful planning to make actions as sustainable as possible;
- energy consumption is reduced. Energy from a renewable source will be purchased and investment made in energy efficiency products where possible;
- its operations are carbon neutral. This will be achieved by offsetting our total annual emissions through donating to a local environmental or carbon offset project;

Effective 1st August 2007; reviewed August 2009



- waste (particularly of a hazardous nature) is minimised. Waste will be recycled wherever possible and disposal will take account of local environmental impacts;
- preference is given to suppliers, where economically justifiable to do so, whose environmental management reflects stewardship for the local, regional and global environment;
- public and non-motor vehicle transportation is used for business travel and travel to work, where possible;
- staff are regularly trained in relevant environmental issues.

The directors, in consultation with all staff, will set environmental targets based on these goals and designed to improve Article 13's environmental performance.

REVIEW

Article 13's environmental performance and policy for the environment will be reviewed annually and amended as necessary.

Article 13 carbon emissions will be monitored monthly.

COMMUNICATIONS

A copy of this policy and all subsequent revisions will be brought to the notice of each employee. All new employees will receive a hard or electronic copy and a verbal statement on the environment as part of their induction training.

Staff views and questions relating to environmental matters are actively encouraged and should be raised with their employee representative, Office Manager or the Directors as appropriate. Article 13 endorses the need for joint consultation to maintain the communication necessary to achieve good environmental standards.

Expert advice will be obtained when required from appropriate sources/organisations.

ASSOCIATED DOCUMENTS

- Sustainability Policy
- Supply Chain Policy
- Staff Handbook
- Annual UNGC Environment Targets
- Annual UNGC Action Plan
- Carbon Offsetting Statement (Client and Associate Contracts)
- Stationery and Paper Consumption forms
- Suppliers List

RELEVANT LEGISLATION & STANDARDS

- United Nations Global Compact Principles



Neela Bettridge

Director

Article 13 Limited