

## **Assessment of Operations**

The B&H Wood Recycling Project (BHWRP) is a re-use and recycling charity based in Brighton & Hove that seeks to remove high quality re-useable wood from the waste stream and make it available again to both commercial and domestic markets both as raw material and as manufactured product.

BHWRP itself will assume responsibility for the environmental impact of its operations and procedures, and to encourage the organisations and individuals with which it has contact to do the same. BHWRP will endeavour to improve environmental performance continuously.

## **Sustainable Resources**

BHWRP endeavours to make sustainable use of renewable resources. The organisation conserves non-renewable resources throughout its day-to-day operations and through efficient use and careful planning. BHWRP strives to obtain reusable and recyclable materials from local resources.

## **Waste Management and Pollution Control**

BHWRP promotes an active policy of waste minimisation throughout its operations: waste is reduced, reused and recycled wherever possible, including paper, packaging, stationery, metals, glass, food and catering waste, and equipment peripherals. BHWRP attempts to reuse and recycle all waste, which can contribute to future business development and reduce the organisation's environmental impacts. All other waste is disposed of through safe and responsible methods.

## **Transport**

Where practicable and effective, public transport use, vehicle sharing, cycling and walking are encouraged for BHWRP staff for travelling to and from work and for any travelling for business reasons.

## **Energy Efficiency**

BHWRP strives to use the most energy-efficient systems and methods of energy conservation. Energy use is minimised through consideration of energy consumption through lighting, heating, insulation and office equipment use.

## **Purchasing**

BHWRP believes that consumers have an important role to play in exerting pressure for change in the market place. BHWRP sources reusable office furniture and equipment, and chooses recycled products over virgin materials where possible.

## **Risk Reduction**

BHWRP minimises the risk of damage to the environment and to the health and safety of all staff and customers by employing safe technologies and procedures.

## **Land Use**

BHWRP ensures that sites for development are fully assessed for environmental impact, and where possible, will make use of degraded areas of land and improve those conditions.

## **Communication and Education**

BHWRP has regular interaction with local and national environmental organisations, local and national communities, industry and government, and thereby obtains a balanced view on environmental issues. All members of staff are encouraged to work together in providing the motivation to conduct activities in as environmentally responsible manner as possible. BHWRP strives to raise awareness on social and environmental issues among its members, staff, partners and suppliers.

All staff are responsible for applying and encouraging the application and disciplines of this policy. Managers with responsibility for Health and Safety are also responsible for the implementation of this policy.

This policy will be reviewed each year and updated in line with any new operational developments.

Date Originally Agreed: February 2022

Next Review: September 2023

Signature:

A handwritten signature in black ink, appearing to read 'Pete West', with a stylized flourish at the end.

Agreed by Trustee Board and Signed on their behalf by Pete West, Chair of Trustees, February 2022

Written by Rik Child, Advisor to the Board, Date: 10<sup>th</sup> February 2022