

ENVIRONMENTAL POLICY

Redshift Research Ltd is very aware and sensitive to the potential effects that their activities may have on the environment if the fullest care is not taken to ensure that the company and its staff are fully committed to ensuring the minimum use of resources, reusing wherever possible and recycle at every opportunity. Every procedure and practice is and will therefore be scrutinised to ensure that the fullest adherence and implementation to these principles.

Redshift Research Ltd is committed to the principles of sustainable development, including the protection and improvement of the environment.

It is the Company's firm intention to ensure that the highest practicable standard of consideration is given to the Environmental impact of the undertakings. The aim is for sustainability, i.e. that by utilising only adequate natural resources in the achievement of the undertakings it will not compromise the chances of others in the future from achieving theirs.

The Company accepts in full its obligations to work to the requirements of legislation and the codes of good practice relating to waste, contamination, noise, pollution and the environment in general.

Redshift Research Ltd will ensure through its buying policy that products purchased will be from renewable sources wherever possible. Should there be products available that possess similar qualities to a material used but with less environmental impact, those products will be purchased in preference.

The effectiveness of the Company's Environmental Policy relies heavily on the co-operation of Company employees and the co-ordination/control of their activities as well as those organisations and persons engaged by the Company. Redshift Research Ltd will ensure through its vigilance that duties and the responsibility to do everything possible to protect the environment is adopted by others.

The government strategy to reduce, reuse and recycle will be a most important consideration in respect of all work and activities undertaken by the Company at each stage of the work.

We aim to create a sustainable and high quality environment and this policy sets out the commitments that we make to achieve it. These commitments will be honoured and pursued throughout the organisation from Senior Management to operational and front line staff.

We will demonstrate this commitment both in improving our own environmental performance and in developing comprehensive policies. We will also encourage positive environmental action from other businesses and our partners.

In continuously improving our own environmental performance, the Company is committed to:

- Placing sustainable development as a fundamental principle and ensuring our services and operations comply with or exceed all statutory environmental legislation
- Adopting water and energy saving measures in Company premises
- Reducing the amount of fuel used by vehicles on company business
- Reducing the amount of waste produced and increasing the proportion we recycle
- Reducing the volume of paper used and increasing the proportion of recycled paper it buys
- Practising "Green" purchasing of products which are made and which can be disposed of in an environmentally sustainable manner and preferring to deal with suppliers to do the same
- Reducing environmental pollution that we cause, including emissions from Company buildings and vehicles
- Training and developing of staff in order to raise awareness of and commitment to a positive environmental agenda where deemed appropriate
- Striving in all our activities to be a 'Good Neighbour'

In terms of developing our policies we will seek to secure:

- Quality and accessibility in the built and natural environment
- Sustainable environmental and economic regeneration
- Reductions in the amount of waste and increases in the proportion of waste which is recycled

The Company has appointed Guy Washer as the person with particular responsibility for all matters of environmental awareness and implementation of processes to reduce, reuse and recycle and monitor environmental awareness by maintaining records and reporting at regular intervals.

Energy

Redshift Research Ltd is based in Commotion House, an office facility which it shares with the building landlord Commotion Ltd. Heating and lighting in the building are shared resources, with the landlord having primary control over the regulation and maintenance of central heating and in determining the type and nature of lighting used in each room.

Redshift will monitor use of electricity and gas energy sources. As a matter of general good practice, lighting will be switched off when the office is empty. Radiators should be monitored when heating is on to ensure that energy is not being used unnecessarily.

Water

Employees are encouraged to use water sparingly in the kitchen and bathroom areas.

Waste

Redshift will ensure that through correct and on-going procedures, waste is kept to an absolute minimum. This will not only help with the environmental policy but will reduce costs and allow savings to be passed on to our customers therefore making us more competitive.

Where waste does occur, every effort is to be made to re-cycle materials.

Where re-cycling is not possible, materials will be disposed of safely and efficiently with due regard to Duty of Care and legislation applicable

Vehicle Use

Every effort will be made to ensure that vehicles used on company business comply fully with emissions legislation and guidelines and that unnecessary journeys are not made.

Training

All staff will be made aware of the importance of this policy and its contents. Training will be provided as and where deemed appropriate.

REDSHIFT RESEARCH LTD

Environmental Action Plan

The following represents a checklist of actions and guidelines designed to help Redshift Staff minimise the impact of the company on the environment. All staff will have access to a copy of this checklist and new staff will be shown a copy of it as part of the induction process:

- Staff must not leave lights switched on in empty offices. If you are the last person to vacate a room, make sure to switch off any lighting.
- PCs and laptops should not be left switched on when not in use. Staff should switch off such equipment when it is not in use.
- Heating should be monitored when in use and if it seems as though heating is being used excessively or unnecessarily this should be drawn to the attention of the building landlord.
- Staff should be mindful of water consumption in the kitchen and toilet areas and should try to minimise the amount of water used.
- Redshift Research Ltd, aims to work, as far as possible, as a paperless office. Unless there are good reasons to the contrary, communications internally and externally with clients, suppliers and other third parties should be undertaken electronically. Paper communications should only be used when absolutely necessary.
- When travelling on company business, public transport should be used in preference to using cars where ever a convenient public transport link can be found.
- Travel on company business should, in general, only be used where necessary. Where communications can be made just as effectively by email or telephone this should be the preferred option.
- Staff who use vehicles on company business should ensure that their vehicle is compliant with emissions legislation and guidance.
- When purchasing equipment from the office, staff should give consideration to its impact on the environment. In particular preference should be given to purchasing products made from recycled materials. Also, where ever possible, Redshift should only purchase products that can be re-cycled after they have been used.
- Consumables should not be used wastefully and consideration should be given to the potential for re-using such materials as much as possible before they are finally disposed of.

