



Company registration no.
6954538

Environmental Policy

Doc. Ref.: ONAP5
Issue: 2.0
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Open Network Associates Ltd. is aware of the effect if its operations on the environment and recognises that sustainable environmental management is an integral part of the business. ONA supports a proactive company strategy by carrying out regular environmental audits of all areas of the business and encouraging staff to work in an environmentally conscious manner. As a minimum, ONA Ltd. complies with all relevant environmental legislation and expects similar environmental standards from its suppliers and contractors.

This policy and its implications will be communicated to all relevant stakeholders internally and also externally to customers and suppliers where requested.

We are fully committed to improving our environmental footprint wherever possible, and we will strive to:

- Adopt the highest environmental standards in all areas of operation, meeting all relevant legislative requirements and exceeding them where possible.
- Assess our organisational activities and identify areas where we can minimise impacts.
- Minimise waste through careful and efficient use of all materials and energy.
- Purchase sustainable products wherever feasible.
- Train employees in good environmental practice and encourage employee involvement in environmental action.
- Aim to include environmental and ethical considerations in any decisions where appropriate.
- Continually assess the environmental impact of all our operations.

Open Network Associates Ltd. recognises that the key impacts of the day to day running of the business are in areas of:

- Waste generation
- Raw material use

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- Transport

Examples of the way in which we are tackling these main impacts are by:

- Using all UK suppliers, which reduces travelling and contributes to local economies while also reducing CO₂ emissions.
- Use only suppliers who can deliver goods direct to the client site to further minimise transport impacts.
- Recycling all cardboard, cabling and electronics.
- Fitting all company vehicles with particulate filters to reduce pollution.
- Always recommending energy efficient products where possible – e.g. LEDS and audio/visual equipment.
- Using energy efficient lighting in offices.
- Working towards gaining environmental accreditation such as ISO 14001
- Using electronic means of communication wherever possible to minimise paper usage.
- Minimising environmental impact through efficient maintenance of tools and equipment.
- Using a professional ISO14001:2004 accredited carbon neutral company for confidential waste destruction.
- Fostering openness and dialogue with employees and all interested parties, anticipating and responding to their concerns about potential hazards and impacts of operations, products, wastes and services.
- Employs the Plan Do Check Act (PDCA) methodology when implementing new processes, as used by ISO14001 accredited businesses.

Open Network Associates Ltd. will periodically review the company performance in relation to this policy and introduce new practices and policies where appropriate.



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Signed.....

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