

## Environmental Policy

Cirkularis8 Ltd acknowledges its responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods, with regular review points.

Cirkularis8 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.

We will encourage customers, suppliers and other stakeholders to do the same. The Company actively strives to further environmental resource conservation by exercising best management and operational practice and introducing innovative solutions.

This policy represents an awareness of the need to reduce and control the damage done to the environment by:

- Diminution of emission from environmentally unfriendly products into the atmosphere or ground;
- Conservation and management of energy consumption;
- Working with employees, suppliers, and subcontractors to improve environmental performance;
- Reduction of wastage by recycling when practical;
- 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.

### Culture

Cirkularis8 will provide employees with the relevant environmental training and involve them in the implementation of this policy, for greater commitment and improved performance.

The Company will work with employees, suppliers and sub-contractors to improve their environmental performance.

Cirkularis8 will use local labour and materials where available to reduce CO2 and help the community.

### Recycling

Cirkularis8 gives careful consideration to the elimination or minimisation of waste at source and to the recycling or reuse of materials. The Company endeavors to:

- Minimise the use of paper in the office.;
- Reduce packaging as much as possible.;
- Seek to buy recycled and recyclable paper products.;
- Reuse and recycle all paper where possible.

### Energy and Water

Cirkularis8 will seek to reduce the amount of energy used as much as practically possible. The Company will endeavor to ensure:

- 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 considered when purchasing.

### Transportation

Cirkularis8 will reduce the need to travel, restricting to necessity trips only, and promote the use of travel alternatives such as e-mail or video/phone conferencing.

### Maintenance and Cleaning

Cirkularis8 will seek to use cleaning materials that are as environmentally friendly as possible.

The Company will only use licensed and appropriate organisations to dispose of waste.

Environmental Protection Act 1990

Cirkularis8 Ltd's Environmental Policy fully complies with the Environmental Protection Act 1990 and Duty of Care Code of Practice, effective from 1 April 1992.

**Who is responsible for the policy?**

The Founder/Director has overall responsibility for ensuring this policy complies with our legal and ethical obligations, and that all those under our control comply with it.

The Contracts Director has primary and day-to-day responsibility for implementing this policy, and for monitoring its use and effectiveness and dealing with any queries on its interpretation. Management at all levels are responsible for ensuring those reporting to them are made aware of and understand this policy and are given adequate and regular training on it.

**Monitoring and Review**

The Contracts Director will monitor the effectiveness and review the implementation of this Policy on an annual basis considering its suitability, adequacy and effectiveness. Any improvements identified will be made as soon as possible.

Individuals working for or on behalf of Cirkularis8 are invited to comment on this policy and suggest ways in which it might be improved. Comments, suggestions and queries should be addressed to the Contracts Director.

This policy does not form part of any employee's contract of employment and it may be amended at any time.

Signed:



**Kristoff DuBose**  
Founder

Date: 01.07.2019