



# R J Holmes Electrical Contractors Ltd

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## RJ Holmes Action Plan

Pledges:	Proposals:
<p><b>1. Management Systems:</b> Seek continuous improvement in environmental performance, using best practice in environmental management Techniques.</p>	<p>Develop and implement an environmental management system:</p> <ul style="list-style-type: none"> <li>• Identify and priorities environmental aspects</li> <li>• Develop and implement an environmental policy and action plan with targets</li> <li>• Monitor environmental performance and audit</li> <li>• Communicate via publications and website</li> </ul>
<p><b>2. Legal Compliance:</b> Ensure compliance with the requirements of all Relevant statutory legislation.</p>	<ul style="list-style-type: none"> <li>• Compile a register of relevant environmental legislation</li> <li>• Seek any authorizations required</li> <li>• Modify operating procedures to ensure compliance</li> </ul>
<p><b>3. Training:</b> Ensure that the organization has the appropriate human resources to improve its environmental performance</p>	<ul style="list-style-type: none"> <li>• Provide all staff with training as identified within the sector</li> </ul>
<p><b>4. Staff Awareness and Behavior:</b> Raise staff awareness in order to change their attitudes and behavior at work and elsewhere</p>	<ul style="list-style-type: none"> <li>• Hold staff awareness raising events</li> <li>• Develop and encourage the use of a staff suggestion scheme</li> <li>• Involve staff in monitoring the environmental performance of the organization,</li> <li>• e.g. meter readings</li> <li>• Provide feedback to staff on environmental performance, within their 6 month appraisal</li> </ul>
<p><b>5. Purchasing:</b> Ensure sustainable produced goods and services are used, and seek to influence the way in which suppliers and contractors operate by bringing supply chain pressure to bear.</p>	<p>Develop and implement a purchasing policy that favors:</p> <ul style="list-style-type: none"> <li>• Suppliers with clear environmental policies or certified EMS's and management of supply chain.</li> <li>• Recycled and/or recyclable products</li> <li>• Energy efficient appliances</li> <li>• Products and services that do not contain or were not produced using hazardous substances</li> <li>• Energy (heat and power) generated</li> </ul>

	<p>from renewable sources</p> <ul style="list-style-type: none"> <li>• Local businesses and locally produced goods</li> <li>• Work with the Council on reducing environmental carbon footprint</li> </ul>
<p><b>6. Travel:</b> Seek to reduce the environmental impacts associated with Staffs travel to and at work.</p>	<ul style="list-style-type: none"> <li>• Develop and implement a green transport plan:</li> <li>• Enable car sharing where practical by surveying staff travel habits and developing dialogue</li> <li>• Encourage staff to use alternative means of travel by providing bus timetables,</li> <li>• facilities for cyclists, loans for season bus passes, bicycles, etc</li> <li>• Review the arrangements for work-related travel and improve efficiencies</li> <li>• Convert car fleet to run on alternative fuel, e.g. LPG, or change to models with</li> <li>• more efficient fuel consumption</li> <li>• Ensure fleet cars are regularly serviced</li> </ul>
<p><b>7. Materials Use:</b> Seek to reduce consumption of materials as far as possible and reuse or recycle materials where possible.</p>	<ul style="list-style-type: none"> <li>• Enable and encourage double-sided printing and photocopying;</li> <li>• Send outdated computer equipment to charities for refurbishment;</li> <li>• Re-use or recycle building materials;</li> <li>• Recycle key materials, e.g. office paper, cardboard, batteries, oils, textiles, printer</li> <li>• cartridges, glass, steel, aluminum, plastics</li> </ul>
<p><b>8. Energy Efficiency:</b> Seek to reduce energy consumption as far as possible (heat and electricity). condensing boiler Seek to go beyond building regulation standards for all existing property and</p>	<ul style="list-style-type: none"> <li>• Develop and implement an energy efficiency plan:</li> <li>• Undertake an energy audit for all business premises</li> <li>• Develop an action plan with annual targets for reductions in energy use</li> <li>• Install energy-saving devices, e.g. hot water insulation, draught stripping, cavity</li> <li>• wall and loft insulation, light bulbs, double glazing,</li> </ul>