

## **Environmental Policy**

*This is a non-contractual policy*

Created: March 2023  
Review date: March 2025  
Approved by CEO & Board Trustees

### **Aims of the Policy**

This policy aims to set out the position of the Matthew Project on environmental issues, and the practices it will apply in delivering its services.

### **Our Policy**

We are committed to minimising the environmental impact of our business operations through our aims to: -

- continuously improve our environmental performance
- integrate environmental management best practice into our operations, wherever possible
- reduce consumption of resources and improve the efficient use of those resources, including the donation of suitable items to good causes, wherever practicable
- take action to reduce the carbon footprint of business activities, including, encouraging working from home, vehicle sharing to office premises and cycling to work
- manage waste generated from business operations according to the principles of reduction, re-use and recycling, including the safe disposal of electrical appliances
- manage business operations to prevent pollution
- give due consideration to environmental issues and energy performance in the acquisition, design, refurbishment, location and use of buildings
- reduce what we print
- comply as a minimum with all relevant environmental legislation.

To meet these commitments we will: -

- review our environmental performance annually

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- communicate internally this environmental policy and encourage feedback
- communicate the importance of environmental issues to all our people.