



SPEAR-UK Ltd

QUALITY MANUAL QM-E&S Policy

Environmental & Sustainability Policy

Issue Date	07/02/2024
Revision No.	002
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Reference No	QM-E&S Policy
Issuer	NSR
Authorised By	NAP

SPEAR-UK Limited is a specialist agent and broker supplying the UK and EU markets with bulk dairy ingredients, salt, sugar, and fruit juices, on a business-to-business basis.

The Policy covers our operations from the Head Office in Llandrillo, Denbighshire and associated activities of supply of our product to our customers.

Environmental Commitment – SPEAR-UK will:

- Meet all local and national regulations related to environmental impact, including for the use and disposal of resources.
- Encourage suppliers to protect water sources and reduce pollution and avoid the degradation of natural habitats.
- Investigate carbon produced by the business and its activities including scopes 1,2 and 3.
- Reduction of waste through prevention, reduction, recycling, and reuse.
- Research the viability of renewable energy sources for the office building.

We will do this by:

- At the Supplier & Sub-Contractor approval stage we will ask what policies and procedures they have in place to manage their environmental impact throughout their supply chain and activities.
- Publishing this document on our website.
- Engaging the services of Tunley Environmental, in the process of carbon measuring and implementing a carbon reduction plan, to be in place by January 2024 with clear targets set for carbon reduction.
- Explaining the content of the policy during induction or refresher training courses.

Current measures taken are as follows:

- The location of the recently purchased and refurbished office building permits over 50% of the office-based employees to walk or cycle to work.
- The office construction and refurbishment activities were undertaken with all modern insulation and building regulations requirements achieved or exceeded.
- Flexible working arrangements are established thereby allowing staff to work from home as needed.
- All office and facility consumables are assessed for their recycled or sustainable content and this information influences our purchases.
- Office waste is segregated and recycled through the council collection services.
- Printing of documents is minimised with normal 'written' communication being retained in digital format both on local servers and in 'internet cloud' storage solutions to ensure information access redundancy.
- Virtual meetings are maximised where this type of communication achieves the successful interaction necessary for sustaining robust and mutually beneficial business relationships.
- Business travelling is planned and routed to ensure the maximum amount of networking and customer contact is achieved in any given journey.
- As part of our Quality Management System procedures all trading suppliers to SPEAR-UK are challenged on their possession and compliance to an environmental policy.
- The company is developing its use of renewable energies and is mindful of the impact of its energy generation requirements.
- The standby electrical generator for the office facility is powered by Natural Gas which is considered a 'greener' alternative to diesel or petrol-powered alternatives.
- A solar panel installation is underway for April 2024 to provide electrical energy for the company offices and an electric car charging facility for staff and the local community is also planned.

Responsibility For This Policy:

The persons with overall responsibility for this policy are Senior Management, Nick Philpott, Naomi Riley, and Adam Bonning, although we recognise that to be effective the deliverance of this policy should be a mutual objective for all managers, employees, and sub-contracted service providers.

Targets will be set as part of the "Carbon Reduction Plan" by assessing organisational activities and include:

- Adopting the highest environmental standards.
- Assess all activities and identify areas where we can minimise impacts.
- Minimise waste.
- Train employees in good environmental practice.
- Encourage suppliers.

Review Of This Policy is undertaken as a minimum annually.

..... 07/02/2024
Nick Philpott

..... 07/02/2024
Adam Bonning

..... 07/02/2024
Naomi Riley



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Revision No.	Date	Revision Detail
001	11/10/2023	First Issue
002	07/02/2024	Amendment to current measures, responsibility statement and signatories.