



Aquatic Control Engineering

Environmental & Sustainability Policy and Arrangements

Date Reviewed: 07/06/2023

Next Scheduled Review: 07/06/2024

Environmental & Sustainability Policy Statement

Aquatic Control Engineering (ACE) aims to provide a future of delivering truly sustainable water management solutions, both on time, within budget and, as far as it is reasonably practicable, to ensure the health, safety and wellbeing and within a safe working environment in accordance with the Health and Safety at Work Act 1974, complying to the ISO 9001 Quality system, ISO 45001 Occupational Health and Safety system and ISO 14001 Environmental Management System.

ACE are committed in developing innovative solutions with a strong belief that our products and services can make a major contribution to a more sustainable world. Therefore, ACE is committed to proactive environmental management through its own operations as well as positively influencing key stakeholders, customers and our supply chain with this approach.

Aquatic Control Engineering Limited (ACE) is committed to minimising its impact upon the environment by means of continual innovation and improvement **by involving our staff, subcontractors and suppliers**. ACE will continue to carry out measures to meet, develop and exceed the requirements laid out by law, policy and internal goals to improve its environmental performance year on year.

ACE recognises the importance of environmental protection; it operates responsibly and in compliance with all environmental regulations, legislation and approved codes of practice. It is an objective of ACE to operate with, and to maintain, good relations with all regulatory bodies.

Key measures at the core of our current Environmental & Sustainability Policy include:

1. The regular assessment of the environmental impacts from organisational aspects including economy and society
2. Training of employees in environmental issues and sustainable solutions including carbon management
3. Minimising the production of waste
4. Minimising energy consumption
5. Reduction of greenhouse gas emissions (See ACE Commitment to Sustainability & Carbon Reduction)
6. Minimising water consumption
7. Promoting the use of recyclable and renewable materials
8. Reducing the production of pollutants to water, land and air in environmentally safe systems of work; pollution prevention
9. Controlling noise emissions from operations on and off-site
10. Minimising environmental risks to the general public and employees
11. Raising sustainability awareness
12. Raising CSR awareness
13. Raising awareness of employees on economy, finance and cash flow

ACE's vision is to improve and extend its range of products and services with sustainable considerations; to provide products and services with low environmental impacts and high environmental benefits to our customers where possible.

Environmental communication and reporting is delivered to all ACE employees through monitoring, measuring specific environmental procedures at quarterly management reviews and features strongly in the heart of all our internal and external operations. An annual overall environmental plan sets goals and time frames for specific environmental and sustainable achievements, which are continually monitored by the Environmental Manager. Adequate financial and physical resources will be allocated to achieve ACE's environmental goals.

ACE will continue to carry out measures to meet, develop and exceed the requirements laid out by law, policy and internal goals to improve its environmental performance year on year. This is endorsed by management

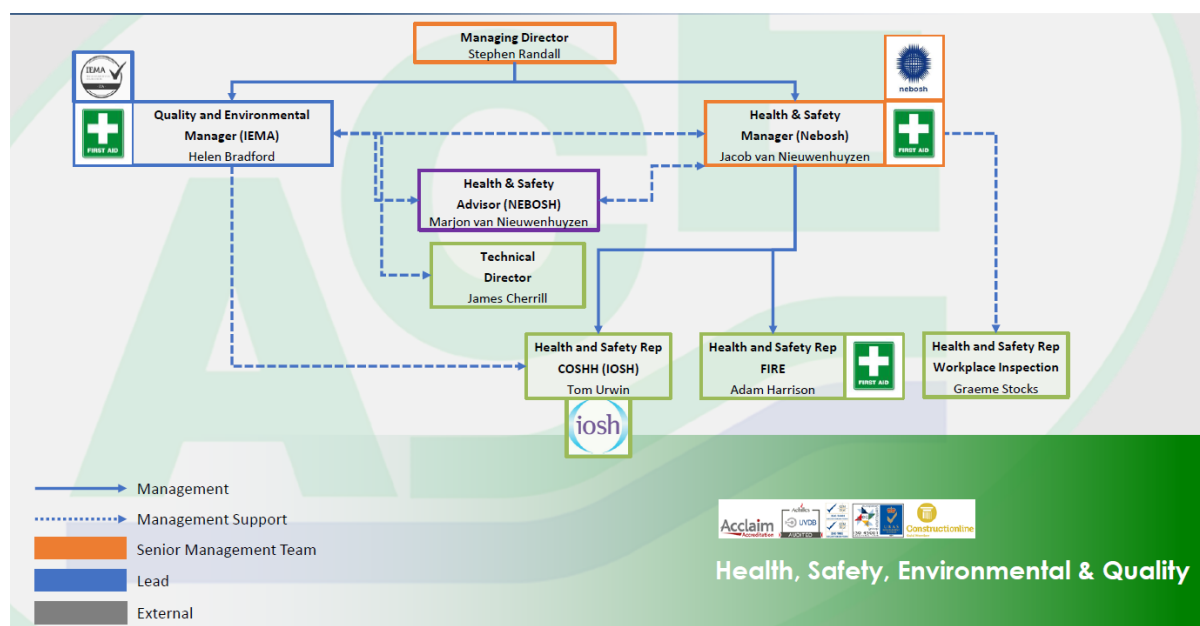
and policy is formulated by the Environmental Manager. However, it is the joint responsibility of the Environmental Manager and all ACE employees to implement as a team.



Stephen Randall

Managing Director

HSEQ Organisational Structure:



External Resources:

Source	Summary
FSB Financial and Legal Magazine	Magazine for small businesses providing good information on office carbon reduction and energy efficiency as well as ISO14001:2015 best practice, 12 editions per year
ADA gazette	New legislations sometimes available regarding our customer systems and agricultural land management, 4 editions per year
HSE	E-mails contain information regarding health, safety and the environment specific to on-site
Natural England	Great resource for information regarding wildlife country act and considerations and consents for protected sites
Environment Agency	Great information of fish passage, good practice for screening at outtake's and in-falls and lots of helpful information on waste hierarchy updates
DEFRA	Defra Website provides great advice on a number of issues regarding flood management in local regions and EU water framework Directive
Legislation.gov	This website is a working document of everything. It has been particularly integral to the writing of the biosecurity plan.

Supplychainschool.co.uk	This site is an online learning forum designed to help the construction sector assess and improve their knowledge of sustainability issues facing our industry.
Foundation of Water Research (FWR)	www.fwr.org www.eufwd.com
European Water Framework Directive	The EU Water Framework Directive - integrated river basin management for Europe http://ec.europa.eu/environment/water/water-framework/index_en.html
IEMA – Institute of Environmental management & Assessment	Committed globally to sustainability through standards showing understanding to environmental and sustainability professionals.

Environmental Management System- Arrangements for Environmental and Sustainability across the company

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14. Freshwater Bio Security Plan

GENERAL ARRANGEMENTS

1. Environmental Management System Documentation

The Environmental Management System is defined in the following documents:

1. Environmental & Sustainability Policy Statement
2. HSEQ Organisational Chart
3. The Integrated HSEQ Manual
4. ISO 14001 Certification
5. Environmental Aspects and Impacts Log
6. Environmental monitoring and reviews, including all aspects and impacts
7. Health & Safety emergency plans; preparedness and response procedure
8. HSEQ legislation list

9. Environmental and HSEQ Integrated Risk Assessments, Method Statements
10. HSEQ Integrated Procedures
11. COSHH Assessments
12. Product and Chemical Data Sheets
13. ACE's Commitment to Sustainability and Carbon Management
14. ACE INSPIRES company core values, NATURE, SUSTAINABILITY
15. ACE Freshwater Bio Security Plan
16. ACE Waste Management Strategy

2. Environmental Aspects and Impacts

Up to date procedures are required to identify how ACE's activities, products or services, can affect the environment and what can be done, within reason, to control and influence the impact.

ACE must ensure that the significant environmental and sustainable aspects are taken into account in establishing, implementing and maintaining its Environmental Management System.

Significant Aspects and Impacts are identified on ACE's Environmental Aspects and Impacts Log which is reviewed and updated at least annually.

The annual internal environmental report shows monitoring and specific improvements inclusive of Environmental factors. All monitoring and reviews are updated quarterly shown within the quarterly minutes and monitoring and reviews section of the environmental management system.

3. Product Range Liaison

ACE aims to improve and extend its range of machinery and products very carefully and in close liaison with the manufacturers and our customers, taking into account the environmental benefits and reduction of the environmental impact of our range of product portfolio.

4. Environmental Plan and Report

ACE is committed to its environmental improvement program based on environmental assessments, which are reported on and reviewed during the Quarterly management reviews. All relevant documentation, information or suggestions are to be sent to the environmental manager. The Environmental Manager provides an annual report specifically relating to Environmental aspects and impacts and sustainable thinking.

5. Environmental & Sustainability Correspondence & Company Communication

All relevant correspondence is reviewed in ACE's quarterly management reviews. All Communications are saved within specific internal and external communications files on the HSEQ management System.

6. Identification Of Potential Environmental Hazards

All employees and appointed subcontractors have a duty to report potential hazards that have no adequate control measures in place yet to the appropriate person and the environmental manager.

7. Environmental Monitoring and Reviews

The environmental manager will monitor, review and update the environmental policy at least annually and environmental procedures at least every two years. The environmental performance will also be reviewed during the formal management reviews alongside integrated HSEQ performances. Monitoring of ACE's Sustainability is reviewed in the Quarterly management reviews and in line with the KPIs. This is also shown on ACE's Commitment to Sustainability and Carbon Management.

8. Hazardous Substances and Processes

Any hazardous substances that are going to be used, or processes which may produce hazardous materials, should be identified. The risks, which might affect workers or members of the public, should then be assessed and appropriate control measures put into place. All hazardous substances should be clearly labelled, stored safely and locked away when not in use.

To enable the company to comply with the Control of Substances Hazardous to Health Regulations (COSHH Regulations) the company will endeavour to hold all the relevant data on the toxicity and potential hazards of all substances used within the premises using the company's Control of COSHH procedure.

Any hazardous substances shall be incorporated into both design risk assessments and site specific risk assessment method statements.

9. Pollution Prevention; Standard safe systems of work

Plan - As part of our overall environmental responsibilities we plan, before any of our work starts on site, to reduce the risk of pollution incidents. As part of this, we will evaluate how we will manage a pollution incident, if one occurs, with reference to relevant legislation & good practice.

Prepare – We document the site requirements by way of a **Pollution Prevention Planning Checklist**, recording how we will manage the pollution risks identified.

Prevent – Having identified the activities, appropriate control measures are put in place. These may include secondary containment, designated areas procedures, screening, drainage separation, silt traps & settlement tanks.

The Installations and Operations Manager will monitor our activities on each specific Risk Assessment, Method statement and ensure safe working practices are completed in line with CDM duties.

10. Reduce Re-use Re-cycle Think

ACE is committed to good environmental practice by means of continual innovation and improvement by involving our staff, subcontractors and suppliers.

All ACE employees and guests are responsible for the reduction of energy, waste and the safe recycling of it. ACE employees are expected to:

Reduce

- Think about whether you need to print a document and aim to reduce your printing.
- Try to minimise the use of colour when printing.

- Always try to print your documents double sided.
- Use low grade recycled paper for internal documents which have a much lower carbon footprint.
- Try to package products carefully to minimise the use of plastic and cardboard materials.

Re-Use

- Use their discarded paper for notes if possible.
- Store all good condition cardboard boxes in the warehouse for re-use in packaging.

Recycle

- Inform management if you do not have the facilities to meet your obligations in this policy or have unsafe disposal areas.
- Return all un-used and old mobile phones and printer cartridges for recycling.
- Recycle paper and cardboard in the bins provided.
- Segregate glass and metal in the bins provided for disposal.

Think

- Switch off lights, heating and your computers when possible.
- Close windows when the heating is on.
- Keep your bins neat, tidy and regularly empty to improve working environment.
- Ensure your guests operate in the same manner as this policy.
- Opt for car share to sites, fit in multiple appointments or take public transport.
- Use the lowest carbon vehicle appropriate for every visit where possible.
- Use the train where reasonably possible
- Organise tele conferences where possible
- Is recovery an option? (e.g. energy or water recovery)

Please do not dispose of any chemical materials, construction materials or other materials you are unsure of without seeking the advice of the Environmental Manager.

11. Energy and Water Saving Wherever Sensible

- The heating should be switched off when rooms are empty.
- The heating should not be used when the temperature in the building is above 20C. Windows should remain closed when the heating is on.
- All computer monitors should be switched off when not in use.
- All computers will go on standby mode if not used for half an hour. All lights should be switched of when not in use.
- Any other electronic equipment should be switched of when not in use. Communication should occur electronically where possible (i.e. e-mail, not paper).

12. Carbon Reduction

Carbon reducing measures will form an integral part of the overall Company strategy and will help to improve both operational performance and a reduction in potentially harmful emissions to land, water and air. **See ACE Commitment to Sustainability and Carbon Reduction.**

To help achieve carbon reduction, ACE will;

- Comply with all current energy legislation, seeking to meet or better legislative targets.
- Integrate environmental issues into all aspects of the decision making processes
- Minimise waste; promote recycling, and the use of recycled products to help reduce the amount of waste sent to landfill.
- Continue to promote environmental awareness and responsibility amongst employees, suppliers, and others and seek to continuously improve Company environmental performance
- Actively promote “video conferencing” as a means of reducing travelling
- Encourage planning of company travel and transport to help reduce the environmental impact of the vehicular transport its activities generate.

Where reasonably practicable we encourage our staff to car share, travel by public transport or bicycle. Company train use is monitored on an annual basis. Air travel is to be kept at the necessary minimum.

- Consider the locality of suppliers and subcontractors with a view to minimising the environmental impact of the related travel and transport.
- Further develop its Sustainable sourcing Purchasing Policy.
- Procurement of fuel-efficient vehicles.
- Support carbon off-setting. ACE is developing a Wildlife Landscape in its grounds to enhance and support Biodiversity with an element of carbon off setting.
- Encourage composting

ACE will measure the following carbon related direct environmental aspects:

- ACE Cost of electricity and heat purchased over the years
- Locality of Suppliers to ACE
- ACE Company Vehicle Mileage and Emissions
- ACE Train Travel
- ACE Waste for Landfill reduction
- ACE Water use history
- ACE Paper use history
- ACE Renewable energy

ACE will gather qualitative information on:

- ACE self-regulating devices
- ACE environmental conscious procurement
- ACE Reuse Reduce Recycle Think efforts
- ACE Carbon off setting

13. Safe Waste Disposal & Waste Management Strategy

ACE’s Waste Management strategy sets down the framework for all waste management within ACE and due to the diverse nature of activities within the company, a wide variety of wastes are

produced and collected, ranging from general wastes, recyclable materials, through to special and hazardous wastes, either at our locations or at our customers sites. The company has a duty to ensure that all of these wastes are disposed of responsibly, using approved, registered waste contractors. ACE is committed to reducing the amount of waste that is produced and goes to landfill.

ACE will adopt the principles of the 'best practicable environmental option' in the delivery of its waste management strategy. ACE will be responsible for selecting and appointing waste collection suppliers to manage the waste the business currently produces, the waste collection suppliers will be responsible for providing management information broken down by European Waste Codes, on a monthly and yearly basis.

Segregate waste into the following main categories:

- plastic
- metal
- glass
- paper and other recyclables
- compost
- other

In the event of ACE having to dispose of:

- Empty or part empty paint, thinner and other protective coating tins.
- Unused chemicals, chemical containers or sacks containing chemicals.
- Used fluorescent tubes and sodium light bulbs
- Oils and soluble oil cutting fluids
- Waste electrical and electronic equipment
- Lead acid batteries
- Alkaline batteries (AAA, AA, A, C&D etc)
- Other environmentally unfriendly products

The Environmental Manager is to be informed who will organise disposal to a licensed waste disposal company.

Where requested ACE will provide or actively contribute to a Site Waste Management Plan (SWMP)

14.Fresh Water Bio-Security Plan

The nature of ACE's work provides various opportunities for harmful Invasive Non Native Species, parasites and diseases to be transported across land and watercourses therefore the company implements it's Bio-Security planning with pollution prevention planning in risk assessment method statements and construction phase plans where required.

Signed:



Stephen Randall
Managing Director