

Environmental Policy

Ruuvand Limited provides consulting, leadership coaching and corporate training with the aim of helping businesses and individuals to realise their full potential. We recognise that we have some environmental impacts as a result of our activities, including energy, water and natural resource consumption and transport. By implementing this policy we aim to minimise our own environmental impact and to encourage good environmental practice amongst our staff, associates and clients.

Scope

This policy applies to all of our operations including office activities, travel and the training and consultancy activities and events organised and delivered by our staff and associates.

Objectives

In order to reduce our impact on the environment and continually improve our performance, we have set the following objectives:

- To maintain compliance with all applicable environmental legislation;
- To integrate environmental objectives into business decisions in a cost-efficient manner;
- To monitor our significant environmental aspects including energy, water and paper consumption;
- To take simple and cost-effective steps to minimise our impacts, for example switching off lights and equipment when not in use, printing only what we must, and minimising and recycling waste as much as possible;
- To take environmental and ethical considerations into account in purchasing decisions where it is cost effective to do so, for example energy efficiency, packaging minimisation, sustainable or ethical (e.g. Fairtrade) supplies;
- To engage our staff and associates with regards to their environmental responsibilities and encourage good environmental practice; and
- To consider the environmental credentials of suppliers and seek to influence them on environmental issues, for example in the selection of venues for training events and making efforts to re-cycle our disposables whilst at the venue.

Communication

Our environmental policy is available on our website and is communicated to our associates by email. All staff have a responsibility to ensure that the objectives of this policy are met.

Review

This policy and progress against the objectives set will be formally evaluated annually.

Signed: *JO Glanna*

Position: Director

Date: 10 March 2012

Next review date: 9 March 2013