

ENVIRONMENT & RESPONSIBLE SOURCING

(C.OS.09)

POLICY STATEMENT

The Oaklea Group recognises the impact we have on the environment and customers through our operational activities. We assess our risks and opportunities including those associated with procurement and sourcing at corporate and project level. This policy sets out how we address these and how we expect those we work with to act in a socially and environmentally responsible manner.

Any action undertaken during the course of identifying, implementing and achieving our environmental commitments must take account of the financial viability of the Group and our charitable objects.

1. Goods and services

We are committed to, and expect our supply partners and stakeholders to support us with, the sourcing of goods and services which generate positive impacts. This means:-

- Considering the impact on natural resources when choosing goods and services.
- Promoting the application of 'Life Cycle Thinking' and encouraging the reduction of waste through reuse, recycling and reduction in resources, e.g. aspiring to a paper free office.
- Minimising the use of materials with a hazardous content.
- Insisting that our subcontractors have an Environmental Policy to ensure compliance with relevant environmental protection laws and regulations.
- Encouraging the development and implementation of an Environmental Management System.
- Supporting and giving preference to procuring products which are able to demonstrate compliance with a recognised responsible sourcing scheme.
- Reviewing our energy usage, including buildings and transportation, and identify ways to be more energy efficient.

2. People

We are committed to creating work environments where everyone feels safe, engaged and supported to do their best. Therefore, all our employees are required to:-

- Put the health and safety of anyone who could be affected by their activities at the heart of their operations and adhere to our Health & Safety policy.
- Respect human rights and treat their customers, colleagues and others with dignity and respect for example, by proactively addressing risks of modern slavery and following the Ethical Trade Initiative guidelines.
- Demonstrate the necessary level of employee competence for all the tasks they undertake.
- Encourage our customers/learners and people we support to understand their responsibilities to the environment and other people as part of the 7 Keys to Citizenship.

3. Supporting Local Economy

We support the local economy and economic regeneration through our procurement activities. We:-

- Encourage local procurement of materials and services where feasible.
- Support schemes that promote the principles of the Social Values Act.
- Work with our suppliers, stakeholders and local agencies to find appropriate opportunities for skills, training, work experience and apprenticeships at a local level.

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- Use local agencies, labour and workforce where possible, creating a positive impact on local communities and encourage our suppliers and stakeholders to do so too.

4. Implementation and Review

We will ensure that our employees and our suppliers adhere to these environmental impact and responsible sourcing principles by:-

- Disseminating this policy to our suppliers and stakeholders.
- Requesting information on the social and environmental performance of our suppliers. If we have concerns about a chosen supplier's procurement practices, we will work with them to agree on a remediation plan.
- Integrating these requirements through our procedures and providing ongoing training and guidance to our teams.
- Measuring and publicly reporting on our progress and achievements annually.

Signature: _____

Chief Executive

Date: _____

13/6/19.

RELATED POLICIES

- Archiving (C.OS.01)
- Work Equipment (C.OS.06)
- Purchasing (C.OS.07)
- Vehicles (C.OS.08)
- Health & Safety (HS.MA.01)
- Substances Hazardous to Health (HS.HW.01)
- Confidentiality and Data Protection (O.LE.03)