

As a professional services firm iMPOWER does not manufacture any products (other than paper reports). However, we recognise that these reports and our company operations have an impact on the environment in terms of our use of resources.

To assess the impact we have on the environment, we maintain and monitor a log of our activities that impact on the environment. Our employees are required to familiarise themselves with this log, to ensure that they understand the impact our activities have as well as how we can try to reduce it. Our monitoring process also involves regularly ensuring that we are complying with relevant regulations and legislation. We have put in place procedures to ensure we maintain compliance by tracking changes to regulations and legislation via monitoring websites and legislative developments.

Where relevant, we also communicate our environmental policy to our clients. Our clients are directly affected by some aspects of the policy, e.g. all our reports are printed on double-sided paper.

As a company, we adhere to the following environmentally friendly practices:

- All office paper, and where possible, other materials (drinks cans, plastic bags, large envelopes, printer toner cartridges etc.) are recycled.
- Where commercially possible recycled office products are purchased – e.g. printer paper, notebooks, envelopes etc.
- Staff are encouraged to print double-sided and to use glasses rather than plastic cups.
- We use a plumbed water cooler rather than delivered bottles.
- We use eco-friendly cleaning products.
- We purchase fair trade tea & coffee.
- The company does not own any company cars.
- Where possible staff are encouraged to use public transport.
- Office plants are treated with organic substances.
- We conform to our local authority waste disposal guidelines.

In accordance with our commitment to ISO 14001, we are committed to reviewing this policy on a regular basis, to consider its appropriateness and amend it accordingly.