

# WASTE MANAGEMENT POLICY

We will reuse and repurpose materials whenever possible to minimise waste. A recently introduced example being our use of “washable” coverings for Stand component parts.

We adhere to established industry wide rules for the disposal of hazardous materials such as adhesives.

We have recently introduced a dry waste recycling initiative on site. Staff must work with the Company to maximise recycling of dry mixed recyclables by using the clearly marked “DM” bins in staff kitchen, meeting rooms etc. When non recyclable waste needs to be disposed of, where possible, we use our onsite wood burner to then repurpose the energy to heat the workshop during colder periods.

We encourage clients to opt for reusable and recyclable stand components and promotional materials. We offer a storage facility to house Stands on behalf of our clients.

We encourage good practice internally on minimising waste, including minimising paper usage and promoting digital communication.

We promote the recycling of unusable metals which we measure and sell for recycling.

We routinely educate our staff on the importance of water conservation and encourage responsible water usage. We have signs in W/C's and kitchens reminding staff to ensure taps are closed when not in use and lights off.

We are able to produce/record evidence that we are measuring the amount of waste we produce on a regular basis. As per our Sustainability Action Plan (SAP), specifically the documented KPI Outcomes which have measurable/achievable targets aligned to them.

**This Policy is monitored for compliance and reviewed annually by the Company.**

**Recommendations for any amendments should be reported to the Managing Director**