



## ENVIRONMENTAL POLICY

City Group Security provides a range of security services in the UK; we are always committed to operating in an environmentally responsible manner and minimising our potential impact on the environment.

Our policy is to meet all relevant legislative requirements and to minimise any potential adverse environmental effects.

As a result, all staff and Management have specific responsibilities, which are integrated to general work instructions as appropriate.

We will:

- Prevent pollution and protect the environment and its resources.
- Continually improve the Environmental Management system
- Promote environmental awareness among our employees and encourage them to work in an environmentally responsible manner with a firm commitment to train, educate and inform our employees about environmental issues that may affect their work.
- Work with our clients, to encourage environmental 'best practice' and adhere to any of their Environmental Policy requirements.
- Purchase and use environmentally responsible products (fair-trade, recycled, recyclable or refurbished) where these alternatives are available and are economical and suitable.
- We will minimise waste and whenever possible recycle materials.
- At all times, we will dispose of all waste through safe and responsible methods.
- We will strive to prevent and minimise our contribution to pollution of land, air and water.
- Integrate the consideration of environmental concerns and impacts into all our decision-making activities.
- Promote efficient use of materials and resources: REDUCE - REUSE - RECYCLE.
- Use car sharing and route planning to minimise the impact of our fleet.
- Promote the use of public transport and cycling to work as alternatives to traditional modes of transport.
- Communicate our environmental commitment to clients, customers and the public and encourage them to support.
- Strive to continually improve our environmental performance and minimise the social impact and damage of activities by periodically reviewing our environmental policy considering our current and planned future activities.



- Monitor our Progress through setting Objectives and Targets that will be reviewed by management at the required and designated intervals.

#### **General Environmental Objectives:**

1. To comply with all Environmental Legislation and Regulations
2. To continually develop and implement our Environmental Policy
3. To minimise the environmental impact our of how we deliver our services.
4. To raise employee environmental awareness through annual training and quarterly company newsletters

#### **Specific Environmental Objectives:**

1. To reduce CO2 emissions by 5% year-on-year in proportion to the annual total vehicle fleet mileage
2. To reduce paper usage by 20% year-on-year through the introduction of technology (e-dob)
3. To reduce printer toner usage by 20% year-on-year through the introduction of technology (Smartdoc and Smartforms)
4. To recycle 90% of all paper, cardboard and plastic used by the Company.
5. To maintain electricity energy usage to the average usage of the previous 3 years in proportion to the number of Head Office and regional Office staff employed
6. To become a carbon neutral company by 2025 through:
  - Understanding our carbon footprint
  - Setting achievable targets
  - Reducing our carbon footprint through the introduction of electric vehicles for service delivery
  - Talking about climate action and our sustainability message to staff and customers - reducing greenhouse gas emissions
  - The introduction of a Carbon Reduction Plan

Impact Assessments and audits supplemented by related corrective actions and preventive measures will therefore be prime tools in trying to achieve this.

This document is reviewed at least annually or when changes occur, and a revision may be required.

City Group Security aims to develop and refine its Environmental Policy by remaining abreast of current and future best practice developments and corporate environmental standards.



Our policy can be summarised by "To be environmentally aware at all times". All our employees have been briefed and are fully aware of our Environmental Policy.

This policy will be made available to interested parties upon request.

**Approved By:**

A handwritten signature in black ink, appearing to read 'S. Giles', with a large, sweeping flourish at the end.

**Simon Giles**  
**Chief Executive Officer**  
**1 July 2023**