## Environmental Sustainability

1. **Purpose**

It is the goal of the company to reduce or eliminate the waste of energy or resources in an effort to reduce costs and to reduce our impact on the environment.

1. **Responsibility**

* Senior management will provide the resources, guidance, equipment, and enforcement necessary to implement and enforce this policy.
* This policy must be made available to all employees.

1. **Conservation of Water**

In order to reduce the company’s water consumption, all employees are instructed to take the following actions.

* Use a shut-off nozzle on the end of all water hoses and turn off the water flow when the water hose is not in immediate use.
* Do not use a water hose to clean concrete slabs when a broom or mop will suffice.
* Any leaking faucets or water pipes should be reported to management.
* All flowing water, either from a faucet, hose or any other source must be in intentional us and monitored constantly.
* Water shut off nozzles will be placed in all the showers and water should be interrupted when lathering. Water in the showers should not be allowed to constantly flow.

1. **Energy Conservation**

The following actions should be taken in order to reduce electrical costs.

* Lights should be turned off when an office or room is not in use.
* Air conditioning thermostats are not to be set lower than 72 degrees Fahrenheit in the summer or warm months.
* The heater should not be set above 68 degrees Fahrenheit during the winter or cold months.
* Space heaters are not permitted unless for medical reasons or unless they have been approved by management.
* All electrical equipment that is not currently being used should remain off until needed.

1. **Use of Proper Equipment**

When it is safely practical, the use of the most efficient piece of equipment to complete a job is recommended.

* Use the most reasonable fuel economical vehicle when traveling.
* All posted speed limits should be strictly obeyed. On interstates that have speed limits above 70mph, the speed of 70 mph should not be exceeded.
* Use the most practical truck available when towing equipment.
* Vehicles should be serviced regularly to ensure they are running at optimum performance. Any vehicle that has an illuminated “check engine light” should be serviced immediately.
* All fuel should be purchased at approved gas stations to ensure the best price when possible. If you are out of the area, employees should be price conscious when purchasing fuel.

1. **Reducing our Carbon Footprint and Greenhouse Gases**

Reducing our carbon footprint and greenhouse gases is important to the company.

* Only propane forklifts are to be purchased or used.
* Generators should be turned off when not in use and the smallest KW generator should be used for the specific job. Propane generators should be used when available.
* When purchasing new equipment, specific consideration should be given to the equipment’s fuel efficiency as well as the type of fuel they use in order to reduce greenhouse gasses.
* Before any work project, an environmental impact report must be completed and approved by management before the commencement of work. The plan shall be written in an effort to minimize the impact of our work activities on the natural environment.

1. **Minimization of Waste**

The reduction of the amount of waste the company creates either on a day to day basis or during work projects is a simple way for the company to reduce its effect on the environment and to lower overhead. When feasible employees should take the following actions:

* Use both sides of paper.
* Reuse boxes.
* Avoid color printing.
* Distribute memos via email.
* Abide by the after-hours and weekend thermostat settings.
* Save scrap lumber and materials for future products.
* Shred paper for use as packing material.
* Avoid using paper plates and plastic ware.

1. **Yearly Incentive Award**

The company would like to continue to reduce its environmental impact. Every year an award will be given to the employee that suggests the most cost effective way for the company to reduce its energy consumption and its effect on the environment. The award will be determined by management.

1. **Local Animal or Plant Population and Environmental Habitats**

If work activities may affect the local animal and plant population or their habitats, all work must cease, and the safety director must be informed. Work will not commence until the safety director completes a plan in order to minimize the affect of our work activities on the local animal and plant population and their habitats.