# **Document 3: Environmental Policy**

## **1. Purpose**

To minimize environmental impact and promote sustainability.

## **2. Scope**

Applicable to all operations, facilities, and personnel.

## **3. Policy Statement**

Commitment to environmental protection, compliance with laws, and sustainable practices.

## **4. Environmental Objectives**

* Reduce carbon emissions by 15% over 5 years.
* Zero waste to landfill by 2030.
* Water usage reduction by 20% in 3 years.

## **5. Responsibilities**

* **Environmental Manager**: Develops and monitors policy.
* **All Departments**: Implement eco-friendly practices.

## **6. Waste Management**

### **6.1 Segregation**

* Recyclables
* Hazardous waste
* Organic waste

### **6.2 Disposal**

* Licensed vendors for hazardous materials.
* Regular waste audits.

## **7. Energy Efficiency**

* LED lighting.
* Energy-efficient appliances.
* Monthly energy usage monitoring.

## **8. Compliance**

* Adherence to ISO 14001.
* Annual environmental performance report.