

The organisation of **ELSERV LIMITED** is formed for works in the field of vertical transport and headed by the Directors.

The Directors have the overall responsibility for the promotion and compliance of Environmental Regulations.

The Health and Safety/Environmental officer is accountable to the Directors. Their responsibility so far environmental issues are concerned, is to ensure compliance and to promote environmental issues and arrange training and information for staff on these issues

**Managers** are accountable to the Directors for implementing the company's environmental policy and standards. Carrying out the following duties:

- Recommendation of procedures and improvements in environmental practices
- Ensure that all levels of staff are responsible, understand and adhere to the Environmental Policy
- Being aware of the improvements that could be made to aid the Environmental Policy and standards
- Monitoring the works undertaken, ensuring that they comply with the Company Environmental Policy
- Report statistics and investigate any non compliance
- Carry out inspections within their area to ensure full compliance with the company's policy and standards

All managers will be made fully aware of the Environmental Policy and the effects it will have

**Supervisors** are accountable to their Manager for the everyday encouragement, discipline and enforcement of the Environmental Policy. Carrying out the following duties

- Monitoring works of the staff they are responsible for
- Relaying information to all staff for compliance of the Environmental Policy
- Training of staff in Environmental issues
- Investigating non compliance of the Environmental Policy

All Supervisors will be made fully aware of the Environmental Policy and the effects it will have

**The Health and Safety/Environmental Officer** is accountable to the Directors and responsible for advising the Directors and Managers on Environmental Regulations, responsibilities and guidance. Carrying out the following duties:

- Taking action following an incident
- Ensuring statutory paperwork is completed fully
- Statutory notification on environmental issues
- Liaison with external bodies

- Ensuring that Special Waste Regulations are being adhered to
- Organising training for new starters, managers and supervisors
- Inform, review and update all employees of change in regulations and procedures
- Carry out inspections to ensure compliance

A record is kept to ensure competence in regards to training.

All employees have a duty to take all steps necessary to comply with the Environmental Policy and standards.

**Employees** will be given relevant instructions, information and training regarding Environmental issues.

Breach of the Company Environmental Policy would result in actions within the company's disciplinary procedure.

Any employee with concerns regarding the Environmental Policy should initially consult their supervisor or manager. If after initial investigation the employee is not satisfied with the results provided by the supervisor or manager they should then refer to the Health and Safety/ Environmental Officer. This should be in writing.

**Sub-contractors** have the duty to comply with the Company Environmental Policy.

## ELSERV LIMITED ENVIRONMENTAL ARRANGEMENTS

### CONTACT

Managing Directors	<b>Ryan Smith &amp; Trevor Gaskin</b>
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**ELSERV LIMITED** seeks to develop an ethos of environmental responsibility in its entire staff. This is based on the recognition of the need to contribute at Local, Regional, National and Global levels, to the sustainable use of natural resources and cost effective where ever possible

So as to achieve these aims, **ELSERV LIMITED** is committed to minimising its impact on the environment by establishing a continuous improvement, with the following being paid special attention to:

- Ensuring all legal requirements are met and where possible, exceeded
- Using energy efficiently in its daily duties
- Reducing the generation of waste through recycling and re-using, where possible
- Establishing procurement procedures to take into account environmental considerations

The Health and Safety/Environmental Officer is responsible for ensuring the planning and implementation of these items.

**ELSERV LIMITED** will encourage the development of competence of those with environmental responsibilities and provide relevant financial resources to ensure adequate training.

**ELSERV LIMITED** is working hard to try limiting their demands on the environments resources and to put back into the environment some of which man and industry has taken.



Ryan Smith  
Director  
November 2022