



Carbon Management Policy

Version Number : V1
Date Produced : January 2021
Originator Stuart Cooper
Reviewed Date : 5th February 2024 – VB
Next Review : - February 2025



Introduction

Cupaz recognises that as a result of its activities there are associated greenhouse gases emissions from energy use, waste procurement travel and other services. The UK climate act (2008) commits the UK to an 80% reduction of carbon emissions on 1990 levels by 2050.

Objectives

Cupaz will:

- Develop a systematic, auditable Carbon Management plan which will be made publicly available.
- Monitor, review, and report annually on the Carbon Management Plan
- Ensure continual compliance with energy related legislation, requirements and corporate commitments.
- Ensure any new development contributes to the sustainable energy strategy.
- Implement a programme of improvements to building fabric, services and controls to maximise energy efficiency.
- Regularly monitor and review energy consumption against our reduction targets
- Ensure the necessary resources are made available to achieve these goals, cost effectively.
- Manage emissions from waste, water, transport products and services, via our Environmental Management System
- Develop behaviour change programmes to promote an energy aware culture.
- Communicate progress regularly.

Responsibility

- The responsibility for continual improvement in the management and reduction of energy consumption and carbon emissions lies with the managing director and staff.
- The Managing Director has the responsibility for keeping the company advised of energy consumption and carbon emission issues (e.g. publication of relevant advice or reports).
- The Managing Director has the responsibility for formulating appropriate plans to meet your company's energy consumption and carbon emission objectives.
- All members of senior management will be responsible for ensuring that the objectives and action plans applicable to their areas of responsibility are followed appropriately.
- Managers have the responsibility for maintaining an awareness of good practices in their own area of operations and ensuring that these are followed appropriately. Managers will be assisted by staff reporting to them.
- All staff will be encouraged to support Cupaz's objectives of continual improvement in the overall Carbon management objectives for the company.

Signed

A handwritten signature in black ink, appearing to read 'Stuart Cooper', with a large circular flourish at the beginning and a long horizontal stroke at the end.

Date: 5th February 2024

Name: Stuart Cooper

Position: Managing Director



Carbon Management Plan 2024

Cupaz plans to ultimately prepare for and undertake the new ISO 14001 certification, following on from our ISO9001 and 45001 achieve in 2019, however, this has been postponed temporarily, although we are continuing to work toward that goal.

Initially we have a 4-pronged approach, which will be used as a grounding for the planned certification process in the future. This is by no means exclusive or set-in stone but will be expanded and improved upon as we learn more, and additional recommendations are made.

1. Move toward zero waste.

We currently conduct our business with an approach which actively attempts to reduce our waste, with examples being the reduction of packaging, where bulk deliveries allow pallet packages, rather than individual boxes.

We request re-usable packaging materials where possible, and all cardboard is recycled.

Polystyrene is replaced with paper or cardboard padding where possible, which again is recycled.

We actively encourage paperless workflows, and such elements as written proposals, drawings, invoices etc are now digital wherever possible.

We use recycled printer ink and cartridges where possible, however we actively encourage PDF documents over printing where possible.

2. Harness renewable energy sources.

As a company, we have begun to replace our fleet with Hybrid vehicles, and whilst the current crisis now discourages it, we have previously encouraged vehicle sharing to cut down emissions.

Certain members of staff now cycle to work, and we have recruited from the local job market to allow new employees to walk to work.

We have started looking at solar panels and investigated buying our energy from Green Energy suppliers

We have fitted additional outside Electric car charging points in the Cupaz compound, and made space for bikes to be securely stored on the premises.

3. Cut business travel emissions.

Partly coupled with our fleet policy in item 2, and as a result of the COVID-19 crisis, we have encouraged far more home working, with on-line Team meetings and digital collaboration.

The number of work related journeys has dramatically plummeted, and we aim to try and continue this theme after the crisis.

Where projects are undertaken further afield, hotel rooms are booked to reduce journeys.

We have increased the number of online rather than school based training, again, this reduces travel.

4. Educate and engage employees.

Finally, Cupaz are actively engaging our staff to be more aware of their Carbon impact and encourage actions and processes to help reduce our emissions.

Reducing our company Carbon emissions, by reducing key costs such as fuel, travel and ink, help to increase company profits, which ultimately benefit the staff.