



**Godfrey and Lappage Services Limited**  
**Environmental Policy**  
**2020**



## Godfrey Lappage Environmental Policy

Godfrey and Lappage Services Limited acknowledge the Environmental Protection Act and its associated legislation. More recently we acknowledge the EC directive (2002/96/EC) on the Waste Electrical Electronic Equipment (WEEE). We will carry out our activities paying particular attention to the effect on the surrounding environment so as not to cause any contamination or danger to others. All hazardous substances will be disposed of in the correct manner according to the manufacturer's details, (COSHH Sheets). All site waste shall be disposed of in bins provided by the client or returned to the workshop/retailer for disposal. Any fluorescent tube or discharge lamps for disposal will be returned to the workshop/ retailer and placed in a correct safe container for safe disposal as well as any other electrical parts or materials.



## Environmental Control

Godfrey and Lappage Services Limited is an environmentally aware Company and we expect our employees and clients to contribute where possible to protect the environment.

This can be achieved by following the simple rules shown below:

- ❖ Return any unused items from site to our parts and spares store.
- ❖ Redundant fluorescent tubes, printer and toner cartridges are to be returned to our office for disposal.
- ❖ Turn lights, heaters, monitors and printers off at night.
- ❖ PIR sensors being installed for lighting purposes.
- ❖ Ensure waste is separated into general waste, cardboard and plastics and disposed of in designated skips.
- ❖ If we must print, do not waste paper and use both sides for general in-house office use.
- ❖ Make sure all water taps are fully turned off and not left dripping.
- ❖ Make sure the toilet flush is set to the right level and not wasting too much water.
- ❖ Plus, many more like those mentioned above.

***“EVERY LITTLE STEP HELPS”***



**GODFREY &  
LAPPAGE  
SERVICES  
LIMITED**

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# Godfrey Lappage Environmental Policy

In accordance with current guidance from the Environmental Agency **Godfrey and Lappage Services Limited** will adopt the following ten principles:

## 1. STORAGE AND HANDLING OF MATERIALS

We will supervise deliveries of materials to our client sites and check the delivery note to ensure that the goods ordered are those received. Clearly label refillable containers with contents and storage capacity; this will reduce the risk of overfill and spillage will ensure that the contents are easily identified.

## 2. NOISE AND ODOUR

We will be aware of any incident reported to the local authority Environmental Health department will any complaints of “statutory nuisance” arise such as: -

Poor state of your premises, Noise, Smoke, fumes, gases dust or steam, Smell, Effluents, Keeping of animals, Accumulation of refuse or other material.

The Local Authority Environment Health department has the power to impose restrictions or to close down business if they find just cause, we expect our clients to take all reasonable steps to prevent or minimise a nuisance or potential nuisance, in the same manner and professionalism as we do. For example, establish whether you might be causing nuisance to neighbours by regularly checking noise, odours and emissions near the boundary of your premises at different times of the day and during different operating conditions.

## 3. DISCHARGE OF WATER

We will ensure that any waste water, oils and concentrated chemicals that require special attention or treatment are disposed of in the correct manner after taking advice and guidance from suppliers, the local authority or the Environmental Agency. We will do this as our “Duty of Care” and dispose of the material at the correct and authorised sites. We expect our clients to follow our lead in this initiative.

## 4. STORAGE AND DISPOSAL OF WASTE

Whatever the method of disposal of waste and type of waste, we at **Godfrey and Lappage Services Limited** have a “Duty of Care” to ensure the safe and correct disposal or recovery of the waste produced by ourselves or our clients. Our clients have the same duty of care and we expect them to adhere to our policy. We will endeavour to record all waste received or transferred through a system of signed waste transfer notes. Everyone is responsible for this waste whether it is passed onto another party such as: -

Specialist contractor, Scrap metal contractor, Recycling contractor, Local Authority, Skip hire Company.

The “Duty of Care” has no time limit and extends until the waste has either been fairly and properly disposed of or fully recovered.

## 5. PACKAGING

We will endeavour as far as possible to use reusable packaging wherever possible. We will work with our suppliers to reduce the quantity of packaging waste that needs to be disposed of and use our buying power to discriminate against over-packaged items.

## 6. LAND CONTAMINATION

We will work together with any local authority to check any contracted land for contamination. If remedial work is required we will liaise with the relevant authorities to do this in the best way possible to the benefit of the public, our client and the environment. We will do this within an agreed time limit mutually agreed with the relevant authorities.

## 7. ENERGY EFFICIENCY

We encourage all our staff to be environmentally concise. We expect them to save energy by being proactive in turning lights off, monitoring utility consumption and wherever possible switch off non-essential appliances, especially overnight. This will include personal computers, heating systems, charging items printers etc. Employees are expected to monitor unused electrical items and switch off where possible.

## 8. WATER EFFICIENCY

Water efficiency is constantly monitored by use of meters, bills and a proactive approach to general use.

## 9. LEGISLATION

We will endeavour to keep abreast of new legislation, regulators guidance and authority’s communications to achieve all of the above goals to preserve the environment. With that in mind we are currently adopting the EC new directive known as WEEE (The Waste Electrical and Electronic Directive). This mainly deals with the producing and recycling of electrical goods.



**GODFREY LAPPAGE** are driven to maintain a strong belief throughout the company of the importance of understanding not only our Environmental Policy but also the importance of everyone taking the responsibility upon themselves to take care of our amazing planet.

It is also our team's responsibility to make our clients aware of the forever changing damage which is being caused to our environment daily and how important it is for us all to make a change in how we live our normal daily life and improve the longevity of our world.

**GODFREY LAPPAGE** have invested heavily into improving the belief and understanding of the environment within the Godfrey Lappage team and we will continue to invest wherever we can within our business to sustain this ethos.


Alan Godfrey and Mark Lappage will guarantee that all works carried out under the Godfrey Lappage name as well as all the other things that happen in a normal working day has our Environmental Policy high within our thoughts.


The management team will also ensure that any new individuals who have joined and are being inducted into the **Godfrey Lappage Team** are fully aware of our dedication to our Environmental Policy.



# GODFREY & LAPPAGE SERVICES LIMITED

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Signed   
Mark Lappage  
Managing Director  
For and on behalf of Godfrey and Lappage Services Limited

Signed   
Alan Godfrey  
Managing Director  
For and on behalf of Godfrey and Lappage Services Limited

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