

Policy on Operational Sustainability

An accepted definition of sustainable development is “achieving economic growth, environmental protection and social progress at the same time”. Pro-Active Audio needs to be aware of the impact of all its activities on the environment and on communities. This Policy sets out the company’s approach to managing and mitigating such impacts.

Every project, operation or activity will, as part of its management routines, consider its impact on the environment and communities. These management routines must be set up to be cost effective and sustainable.

PAA’s activities impact on the environment and communities through its:

- supply chains’ employment conditions,
- direct and indirect use of non-renewable carbon fuels for passenger and freight transport via road and air,
- use of scarce/non-renewable raw materials in the supply chains of the items it purchases,
- use of harmful materials or high energy consuming processes in the production of the items it purchases,
- disposal of waste products,
- relationships with local communities where activities take place,
- welfare of staff, visitors, volunteers, neighbours and other stakeholders.

PAA will follow the principles of **Reduce, Reuse, Repair, Recycle** in managing its environmental impact. Through this policy we expect to not only minimise environmental impacts, but also to make sound economic sense.

PAA will comply with all relevant legislation.

Supply chain employment conditions

PAA will take reasonable steps to assess suppliers’ policies and practices and will not purchase goods or services from a supplier if supply chain employment conditions are found to be unacceptable and there is no demonstrable improvement plan - unless there is an overwhelming case for meeting an urgent need.

Use of energy in PAA’s premises

PAA seeks to reduce the amount of energy used within its premises. PAA’s largest energy stream in the UK is electricity used for lighting, heating and computers. PAA actively encourages staff participation with simple measures, such as switching lights and equipment off when not needed, that can have significant impact on energy use. Energy surveys can identify where capital investment can provide cost effective returns by saving energy and money, for example installation of suitable building management systems to control heating, and lighting. PAA’s office should as far as practicable, maximise sustainability and minimise energy usage.

Transport

Air travel is the world’s fastest growing source of greenhouse gases such as carbon dioxide, which cause climate change. By raising staff awareness of emissions caused by air travel, restricting travel to necessity trips only and using alternatives such as video/telephone conferencing PAA can avoid making CO₂ emissions.

PAA has to manage the impact of business and commuter travel when considering road transport. By restricting car travel to necessity trips only and using alternatives such as video/telephone

conferencing or public transport (bus/train) PAA can make savings in CO₂ emissions and money. PAA does not operate a car fleet, but can cost effectively manage its hired trucks to achieve lower emissions.

Use of materials

PAA specifiers and purchasers will, where practical, investigate the materials and processes used to manufacture products. Where uses of scarce/non-renewable raw materials, harmful materials or high-energy consuming processes are evident they will refrain from purchasing those products wherever possible. If no cost effective alternatives can be found the **Reduce, Reuse, Repair, Recycle** principles will be used. Materials to be avoided include timber from non-managed forests, asbestos, VOCs, lead, and PVC, (although much of the electronic equipment used in the industry employs the latter two without alternatives). PAA will discourage suppliers from using excess packaging.

Disposal of waste

PAA will only use licensed and appropriate organisations to dispose of its waste. PAA will encourage the **Reuse & Repair** of products to avoid early disposal. PAA will encourage the segregation of waste and its disposal via recycling processes. PAA specifiers and purchasers will, where practical, give preference to products that can be disassembled and recycled.

Relationships with local communities

PAA will endeavour to foster good relationships with local communities wherever it operates. This may include using local labour and materials. PAA will avoid causing nuisance to its neighbours by for example traffic or pollution, and by carefully tailoring its sound production.

Welfare

PAA will be a caring and responsible employer, host and neighbour. PAA cares for the welfare of staff, visitors, volunteers, neighbours and other stakeholders by complying with its policies on health & safety, employment conditions and diversity.

Management

PAA will pursue a policy to reduce its paper consumption through the use of further electronic distribution and manipulation technologies. The annual spend on such stationery will be monitored and reported on, and targets of further reduction set for the ensuing year.

Stephen Roskilly
Managing Director

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