



Environmental Responsibility

VideoCentric believe that businesses are responsible for achieving good environmental practice and operating in a sustainable manner. We believe that being a successful company requires social and environmental responsibility and as a video conferencing company, it is in our nature to use and promote the use of green technologies and environmentally friendly products.

We are continually striving to reduce our environmental impact and improving our environmental performance is an integral and fundamental part of our business strategy and operating methods.

It is our priority to encourage our customers, suppliers, manufacturers and all business associates to do the same. Not only is this sound commercial sense for all; it is also a matter of delivering on our duty of care towards future generations.

VideoCentric's Environmental Policies

- Travel
 - Wherever possible, VideoCentric employees should use Video Conferencing to reduce travel
 - VideoCentric shall promote the use of Video Conferencing to manufacturers, suppliers and customers as an effective way to reduce travel and carbon emissions
 - Operate and maintain company vehicles with due regard to environmental issues as far as reasonably practical
 - Where travel is necessary, VideoCentric encourages the use of car sharing and public transport
 - Seek and use couriers who have a solid environmentally procedure to reduce their carbon emissions where possible
- Telecommuting/Teleworking
 - VideoCentric promotes the use of video communication within the company to allow employees to telecommute where possible – 25% of our employees are teleworkers currently
 - VideoCentric encourages manufacturers, suppliers and customers to use video conferencing as an effective means of telecommuting
- Recycling
 - Promotion and use of internal re-cycling facilities
 - Careful disposal of non-recyclable waste goods
 - Promote recycling of electrical and electronic goods via the WEEE directive
- Stationary/materials
 - VideoCentric avoid products packed in Polystyrene or Foam where possible
 - VideoCentric aim to continually reduce the amount of materials used when shipping
 - Reusable materials and packaging are used where possible throughout the company

- All employees are encouraged to purchase environmentally friendly products for use within offices
- Paper is printed on both sides where possible, and waste is kept to a minimum. Electronic storage and processes are used wherever possible.
- Energy Consumption
 - Aim to minimize energy and water usage in our buildings and processes
 - Aim to minimize consumption of natural resources
 - Aim to use and promote the use of renewable energy sources where possible
 - Continuously improve air, water, noise and light pollution from our premises and reduce any impacts from our operations on the environment and local community
- Procedures and Operations
 - As far as possible purchase products and services that does the least damage to the environment.
 - Assess the environmental impact of any new processes or products we intend to introduce in advance.
 - Import only RoHS approved products
- Suppliers and Manufacturers
 - Seek and use manufacturers and suppliers who have a solid environmental procedure to reduce their carbon emissions where possible
 - Keep up to date with manufacturers and suppliers environmental policies
- Ensure that all employees understand our environmental policy and conform to the high standards it requires.
- Address complaints about any breach of our Environmental Policy promptly and to the satisfaction of all concerned.
- Update our Environmental Policy annually in consultation with staff, associates and customers.

VideoCentric also have Health & Safety, Ethical, Privacy and Security policies in place and can be viewed at www.videocentric.co.uk

Signature _____

Managing Director & Commercial/Contracts Manager, VideoCentric Ltd
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