

TOOLBOX

environmental policy



Toolbox Design environmental policy

As a small business operating within walking distance of my home, in a beautiful wooden building made from renewable timber sources, you'd think I wouldn't feel the need to implement such a policy, but how can it hurt to minimise the use of the materials and energy I use? So, wherever practicable, I use renewable, recycled, or recyclable materials and reuse and recycle used materials.

- I minimise my paper usage in the office where possible, paying bills, receiving payment and sending invoices, quotes and letters electronically.
- I include environmental considerations when choosing suppliers and their products - for example the printing industry can be both environmentally damaging and wasteful, but by using printers who use recycled and chlorine free papers, soya based inks and by recycling all waste as far as possible (eg paper, rags, litho plates, film, chemicals, effluent, ink tins), this damage can be kept to a minimum. I prefer to use suppliers who are ISO 14001 registered, so they too are reducing their environmental impact.
- I do not use environmentally damaging products where an alternative product or method is currently available.
- I reduce the purchase of new products, where practicable, by cutting down on waste and repairing or reducing the use of existing products - I minimise use of ink.
- I purchase energy efficient electrical products.
- My car is rarely used and I use sustainable transport where practicable.



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