

## Section 1

### Purpose

The purpose of this policy is to define the measures taken to ensure the company operates in a sustainable manner at all times.

## Section 2

### Scope

This document applies throughout DP3 on all contracts carrying out all services.

## Section 3

### Introduction

DP3 understand the need to incorporate into its working practice, processes and procedures the principles of sustainability whilst carrying out projects. These principles are linked to the company's management systems with a view of what gets measured gets completed and or achieved. To this end DP3 employ a monitoring system which incorporates sustainability, carbon management in the process. These activities are regarded within the business as Key to achieving longstanding environmental compliance, Commercial Success and achieving our social responsibility aspirations

### Section 3.1

#### Guidance

DP3 ensure there is a requirement for local sourcing, wherever possible and prior to any there is engagement with the local community. Methodologies are developed to minimise impact upon the local community e.g. proposed methodologies reviewed to minimise noise, vibration, reduction in air quality, light, pollution

DP3 Ensure from its supply chain providers that the following arrangements are either in place or being worked towards prior to engagement is summarised below:-

- Any Foreign national employed have the right to work in the UK and that the Organisation has documented controls to demonstrate compliance with Sections 15 to 25 of the Immigration, Asylum & Nationality Act 2006.
- Evidence that documents used to verify right to work are compliant with the Home Office Guidance "Comprehensive Guidance for Employers on preventing illegal working".
- Does the Organisation have mechanisms in place to demonstrate compliance with The Equality Act 2010
- What processes the Organisation has for the control of fraud and malpractice.
- How does the Organisation ensure compliance with Competition Law (Enterprise Act 2002) including prohibiting of Cover Pricing and Bid Rigging
- Has the Organisation reviewed its processes against the requirements of the Bribery Act 2010?
- Do Organisation policies prohibit the use of "blacklists" "in the selection of potential personnel?
- What controls do the Organisation have for the receipt of gifts/ hospitality
- How does the Organisation assure itself that child labour is not utilised?
- How does the Organisation assure itself that its supply chain pay a living/ above the minimum wage
- Does the supply chain handle timber from legal and sustainable sources? Can they demonstrate full chain of custody?
- If the Organisation designs, does it try to minimise materials with high-embodied energy e.g. Aluminium, Steel, Concrete.
- What evidence is there that the Organisation being assessed has reviewed its potential

reductions embodied CO2 and increase recycled content of materials used on its associated projects?


- Can the Organisation demonstrate targets to decrease its carbon footprint
- Has the Organisation assessed the environmental impacts of its fleet and how does the Organisation mitigate this effect
- Can the Organisation demonstrate any evidence of environmental considerations being undertaken in the vehicle selection decision-making process?
- Any evidence of car-share schemes or pool cars amongst employees?
- Does the Organisation have schemes to promote the use of public transport?
- Does the Organisation monitor and actively avoid carbon-intensive forms of travel (flying)
- Is there evidence that the principle of local supply is employed?
- Does the Organisation have a requirement to minimise the amount of packaging used?
- Does the design process for allow the procurement of sustainably-sourced timber.
- Is the Organisation aware of the Sustainable Timber Procurement Requirements (FSC, PEFC etc.)?
- Does the Organisation have access to BES6001 and have they incorporated its principles into their component selection?
- How are waste streams identified and minimised?
- How does the Organisation attempt to maximise the recycled/ re-used content of the materials it is suggesting at the end of life stage of the project?
- How does the Organisation minimise the project's impact upon local watercourses
- How does the Organisation identify and control the impact upon groundwater flows
- How is the impact upon water run-off reviewed and minimising the area of impermeable surfaces?

DP3 are committed to ensuring sustainable development, and firmly believe sustainability makes good business sense. Where recycling facilities are not close by the company has the capability of bring to site recycling equipment and undertaking recycling on site under permit conditions. As part of our project monitoring and closure packages for our clients DP3 have developed a system were by our waste / recycled materials are tracked to final disposal / recycling.

As part of the DP3 carbon management strategy and to promote sustainable travel we have developed a "Travel Plan" which is available on request. The fundamental driver behind this is our site waste management plan procedure. When this legislation came into force,

DP3 carried out an evaluation of the new legislation and it was decided that a process was set in place but in addition to this a formal training session was delivered to all managers and staff so as to ensure full understanding of the requirements of the new legislation.

As part of our tracking mechanisms we have developed a pie – chart system allowing our instant access to our performance capabilities during the project. Each pie – chart has supporting data which is fully auditable for each Project.

Section 4		History	Document
May 2013	New Document		New Document
Date: May 2013		Signed (MD)	