

## SSAT ENVIRONMENTAL POLICY

CATEGORY	Important
REFERENCE NUMBER:	FIN_2010_02
DATE OF DISTRIBUTION:	April 2010
FOR THE ATTENTION OF:	Directors, Business Managers, APS staff & members
DESCRIPTION:	The following policy outlines the SSAT's commitment to work towards effective environmental management.
REFERENCES:	
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**Urgent** = mandatory action

**Important** = action required or optional

**Routine** = information / reminder

# SSAT Environmental Policy

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## Introduction

The SSAT recognises that many of its activities have an impact on the environment. As a government agency, the SSAT aims to conduct its business and operations to reflect best environmental practice. The SSAT aims to implement an EMS appropriate to the location, scale and nature of all of our activities to demonstrate our commitment to working towards effective environmental management.

## Policy

Specifically, the SSAT will:

- implement and maintain an EMS aligned with the International Standard Organisation 14001 (ISO 14001)
- strive to comply and meet all relevant Government environmental policies, legislation and regulatory codes of practice;
- review all of our activities, operations and procedures to identify, quantify and evaluate our environmental impact and set priorities for addressing these;
- minimise any negative environmental effects caused by our business activities, use energy and natural non-renewable resources efficiently and minimise waste and pollution;
- take account of Government policy and best practice on target setting and reporting of our performance;
- set and achieve measurable targets for energy, transport, emissions, waste and water in order to monitor and be able to report on our environmental performance against an agreed baseline;
- purchase, wherever possible, environmentally-friendly goods and services and influence our suppliers and contractors to ensure that procured goods and services support our EMS policy;
- establish recycling schemes and facilities for all appropriate waste in our offices;
- take measures to increase staff awareness of our environmental performance and individual environmental responsibilities, and ensure that environmental management is included within our training programmes; and
- review and revise our EMS every three years.

In addition, the SSAT will regularly monitor and report on its environmental performance and incorporate environmental management considerations into its core business plans and management practices, including the preparation, fit-out and ongoing operation of accommodation arrangements.