

Environmental and Sustainability Policy

1. Vision / Scope

Cano Training Services Ltd is committed to promoting environmental and sustainability in its professional activities and the management of the organisation.

We aim to follow and to promote good sustainability practice, to reduce the environmental impacts of all our activities and to help our learners and clients to do the same. This sustains current employment and helps develop people's future.

A robust IAG for the Client (Employer) and Learner is the grounding for future development of individuals and Employers leading to sustainable employment. The correct course and progression routes are vital for individual and company development for a sustainable future.

The overall objective of the company is to continually improve our processes with respect to minimising sustainability risks and, where possible, maximising sustainability/environmental benefits.

2. Definitions

2.1 Sustainability is most often defined as meeting the needs of the present without compromising the ability of future generations to meet theirs. It has **three** main pillars: economic, environmental, and social. These **three** pillars are informally referred to as people, planet and profits

2.3 Environmental means concerned with the protection of the natural world of land, sea, air, plants, and animals. Also relating to or caused by the surroundings in which someone lives or something exists.

3. Sustainability Principles

- To comply with, and exceed where practicable, all applicable legislation, regulations and codes of practice.
- To integrate sustainability considerations into all our business decisions.
- To ensure that all staff, learner and clients (employers) are fully aware of our Sustainability Policy and are committed to implementing it.
- To minimise the impact of all travel activities.
- To make staff and clients aware of our Sustainability Policy, and encourage them to adopt sound sustainable management practices.
- To review and to continually strive to improve our sustainability performance.

4. Environmental Commitments

- Minimise any disturbance to the local and global environment and to the quality of life of the local communities in which the company operates
- Comply with all relevant statutory regulations and follow best practices and guidelines
- Take positive steps to conserve resources
- Assess, in advance where possible, the environmental effects of any new products and adjust the company's plans accordingly
- Provide information where necessary to enable the company's wastes to be properly handled, stored and disposed of
- Preventing pollution
- Raising environmental awareness of all staff and employees through suitable training
- The overall objective of the company is to continually improve our processes with respect to minimising environmental risks and, where possible, maximising environmental benefits.

5. Environmental / Sustainability Implementations

5.1 Travel & Attendance at Meetings

- Where practical, financially viable and appropriate, use public transport, walk or cycle to meetings.
- Share transport, where possible and practical
- To avoid travelling to meetings, use alternative mediums when available, e.g. conference call. If meetings are necessary plan them appropriately to avoid multiple trips.

5.2 Purchasing Equipment & Use of Resources

- Minimise use of paper by increasing use of electronic mediums.
- Identify potential areas to reduce waste and purchase office paper from sustainable sources.
- Where possible, reuse or recycle office waste i.e. paper, computer supplies and any equipment no longer required by the organisation.
- Ensure that any furniture made from timber produces are sourced from sustainable sources.

5.3 Promotion of Sustainable Practices to learners, clients & associates

- Ensure that any associates by our organisation, is aware of our principles in relation to sustainability issues.

5.4 To provide copies of this policy in all proposals to potential clients

- To highlight the importance of complying with environmental legislation, particularly when conducting business on behalf of Cano Training Services Limited.

5.5 Monitoring & Reporting

- This policy will be monitored and reviewed on an annual basis by the Directors of Cano Training Services Limited. They will be responsible for identifying and implementing work practices to help the organisation improve its environmental performance.

Revised Date: October 2021

Rebecca Cano-Lopez

Company Director

Cano Training Services Ltd

