

Environmental Policy

Policy Statement

Theatre & is a training and communications company that delivers work locally, regionally, nationally and internationally. We acknowledge that as part of our normal working practices we may have a negative effect on the environment and seek to reduce the impact of our carbon footprint at every possible opportunity.

This policy is fully endorsed by the **Theatre &** Board and has been clearly communicated to all employees through the company induction, operations meetings and intranet.

Theatre & is committed to the implementation of environmentally friendly measures.

In particular **Theatre &** will:

- Meet, and where appropriate, exceed the minimum requirements of all relevant legislation.
- Use recyclable and recycled materials and products, when possible. In particular our marketing materials and evaluation forms are now made out of recycled paper.
- Promote and encourage recycling in the work place. This includes the provision of recycling bins for paper, tin and glass. We use our own scrap paper for internal documents.
- Where possible, when travelling to and from the workplace or when delivering work for clients, use 'car pooling' to reduce emissions.
- Only use standard lighting at venues – **Theatre &** will no longer use or provide specialist theatre lighting to enhance our presentations.
- Encourage employees to make suggestions to extend and enhance environmentally friendly measures in the workplace and during delivery of our work.
- Monitor the progress of these procedures and annually review them.