

# Environmental Policy

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## Section 1: Environmental Policy Statement

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It is the policy of Kingfisher Construction Services Ltd to:

- Minimise the extent of environmental impacts of the operations within the Company's activities.
- Liaise with our clients on potential environmental issues and work with them to address concerns, in so far as project constraints permit.
- Strive to minimise any emissions or effluents that may cause environmental damage.
- Conserve energy through minimising consumption and maximising efficiency.
- Minimise the use of materials that may be harmful to the environment.
- Promote efficient purchasing which will both minimise waste and allow materials to be recycled where appropriate.
- Employ sound waste management and minimisation practices.
- Put in practice procedures and support information that enables compliance with the law, regulations and codes of practice relating to environmental issues.
- Provide suitable and sufficient training on environmental issues for all employees.
- Recognise and encourage the contribution every employee can make towards improving environmental performance.

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- Monitor environmental performance, undertake regular reviews of the policy (reviewed at least every 12 months) and make improvements, where possible.

Signed:



Date: 20th November 2020

P. Holland

Director Responsible for Health and Safety and Joint Managing Director

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## Section 2: Resources, Roles, Responsibility and Authority



### Responsibilities:

All persons are collectively responsible for environmental aspects in all activities of the Company. Approving the Environmental Policy and Procedures. Monitoring Health & Safety performance.

### Director Responsible for Environmental Matters

The Director with overall responsibility for Environmental matters is Phil Holland who will ensure that the Environmental Policy is implemented, reviewed and updated at regular intervals and promoted to all members of staff, taking into consideration their views where applicable.

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He will ensure that:

- Adequate funds are available for environmental training, advice, equipment and literature as required.
- Training needs for environmental purposes are regularly assessed and the necessary training implemented.
- Environmental incident reporting procedures are established and administered in conjunction with the Environmental Manager.
- Keep up to date with any changes in the statutory or other requirements and ensure that the policy is updated accordingly.
- All staff involved in supervision work are aware of their responsibilities and are sufficiently trained.
- Lead by and set a personal example to all other employees with regards to environmental matters.

**Directors**

- Prepare and keep up to date a Statement of the Company’s Policy for Environmental matters and ensure that it is brought to the attention of all employees.
- Prepare instructions for the organisation and methods for carrying out the Company Policy, to make sure each person is aware of their responsibilities and the means by which they can carry them out.
- Administer the Policy throughout the Company by appointing an individual director responsible.
- Understand the statutory and other requirements affecting the Company’s activities.
- Ensure that appropriate training is given to all employees as necessary, that records are maintained and the training needs of individuals are regularly reviewed against those of job requirements.
- Insist that sound working practices are observed as laid down by codes of practice and that work is planned, aspects identified and methods of working comply with statutory and other requirements.
- Reprimand any employee failing to discharge satisfactorily their responsibilities for environmental matters.
- Encourage the distribution of environmental literature throughout the Company.
- Arrange for funds and facilities to be available to meet the requirements of the Company Environmental Policy.
- Set a personal example to all employees in respect of their conduct and attitude towards environmental matters.

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**Health, Safety and Environmental Manager (Management Representative)**

- To provide specialist environmental advice on all aspects of the Company activities.
- To formally advise the Company of all new legislation and any changes to current legislation and offer advice and assistance on the implementation of the same.
- To advise and assist the Directors in keeping the environmental policy under review and to advise on changes that may be required to the Policy as appropriate or necessary.
- To take control, where necessary, of any internal investigation into any incident, prepare a report and make recommendations with regard to any remedial action required to prevent a reoccurrence.
- To liaise with the enforcing authorities on environmental matters.
- To recommend and monitor environmental training requirements and to arrange, upon request, such training.
- Assist with the identification of environmental aspects during site planning and visits.
- Liaise with the Directors on all environmental matters.

**Contracts Managers**

- Understand the Company Environmental Policy and ensure that it is readily available on each site.
- Ensure that works under their control will not have a significant impact on the environment.
- Ensure that all fuels, chemicals and substances are stored in a manner that will prevent pollution from being caused.
- Ensure that all mobile plant or generators are turned off when not in use to prevent unnecessary use of fuel and reduce the emissions that are given off.
- Ensure that the office electrics are turned off when not in use.
- Liaise with other parties that may be affected by the work activities ie Clients, members of the public and neighbours to the site.
- Ensure that work is carried out in a manner that will not intentionally cause a nuisance to other persons that may work or live in the surrounding area.
- Work in accordance with the requirements of any environmentally related surveys that have been carried out.
- Ensure that all waste is contained within the site boundary and contained within suitable receptacles.
- Provide segregation of waste products where the quantities and provision of space allow for this to take place.

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**Site Managers/Supervisors**

- To establish and organise operations under their control to ensure that work is carried out in a manner that is not damaging to the environment or is likely to cause a nuisance to the public or others persons who may be affected.
- To be aware of and observe the requirements of the Company Environmental Policy, relevant statutory requirements, Approved Codes of Practice, Guidance Notes and environmental procedures appropriate to the operations under their control, seeking guidance and assistance from senior management and Environmental Manager as necessary.
- Carry out regular inspections, or as required by regulations, of operations under their control with particular reference to environmental procedures. Keep records of each inspection as necessary and arrange for any remedial or improvement work to be carried out without delay.
- To ensure that at places of work under their control, employees, contractors and others authorized to be at that place, or in connection with it, receive adequate working instructions, in particular to ensure arrangements for prevention of pollution and nuisance.
- Implement and maintain arrangements with contractors and other employers to ensure that they and their employees observe adequate environmental procedures and statutory regulations and to review any confusion concerning areas of responsibility. Liaise with clients or their representatives to ensure that the environment is not adversely affected by the works.
- To ensure that fixed and mobile plant and equipment are in a good condition and that any leaks are corrected immediately.
- To ensure that suitable procedures and arrangements are in place in the event of any spillage occurring.
- Report all incidents involving adverse effects on the environment to the Contracts Manager as soon as possible after the occurrence. Assist in establishing the cause of all such incidents and thereafter carry out improvements to prevent reoccurrence and instruct employees and others accordingly.
- Accompany Environment Agency Inspectors on site visits and act on their recommendations. In the case of the Inspector issuing a formal notice for improvement, contact the Contracts Manager and director responsible for environmental matters.
- Co-operate with the Environmental Manager and act upon their reasonable recommendations.
- Encourage the observance of environmental procedures by personal example and ensure that arrangements for the effective control of environmental issues are in place.
- Implement changes to working practices, where necessary, to ensure effective environmental working and maintenance of standards.
- Ensure that adequate waste segregation is provided and that all waste is collected in suitable receptacles and controlled within the site boundary.

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## Plant Operators

- Inspect their machine and equipment daily and ensure that all leaks or defects are reported to the Site Manager.
- Operate plant in a manner that avoids contact with any substances or chemicals that are being stored on the site.
- Ensure that all refuelling is carried out in a manner that avoids spills.
- Turn off plant and equipment when it is not in use.
- Work in accordance with any specific site instructions ie restricted working hours etc.
- Report any failings in systems of work to the Site Manager.
- Co-operate with the Company in meeting the environmental policy objectives and working procedures.
- Implement any dust suppression control measures that may be required.
- Ensure all noise reducing equipment is fitted where applicable.
- Carry out duties of a plant operator following the training you receive.

## Site Operatives and Employees

- Develop a personal concern for the environment and co-operate with others in the provision of effective working conditions and the observance of the requirements of the environmental working procedures and the Environmental Policy.
- Ensure that no chemicals or substances are stored on exposed ground that may lead to pollution being caused.
- Report all environmental incidents and near-misses to the Site Manager.
- Carry out work activities in accordance with the instructions given, the company environmental policy and procedures that are in place.
- Do not flush any substances down the drain unless they are instructed to do so by a senior person who has confirmed that this is safe to do so.
- Ensure that all relevant measures are in place to prevent unnecessary nuisance to members of the public or other personnel that may be affected.
- Not intentionally interfere with any natural habitat unless under specific instruction by the Site Manager.
- Ensure that all waste is placed in the relevant receptacle and segregated as required.
- Turn off all equipment when not in use.
- Take an active part in promoting the Environmental Policy and systems of work.

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### Office Based Employees

- Segregate waste into the relevant receptacles that are provided within the offices.
- Do not flush any substances to drain unless they are sure that it will not cause pollution.
- Turn off all lights and equipment if they are the last out of the office or the equipment is not being used.
- Report any environmental incidents to the Environmental Manager.
- Work in accordance with the Company Environmental Policy at all times.

### Section 3: Arrangements

Kingfisher are committed to ensuring that the Environmental policy is enforced, managed and monitored by doing the following:

- Monitor our acts and emissions as a considerate corporate entity.
- Staff will be given sufficient training and updates to ensure they can undertake, monitor and keep updated with environmental issues associated with our undertakings.
- Utilise a waste broker nationwide to ensure compliance and to assist in the minimisation of waste to landfill and increase the divergence figure where ever possible by utilisation of good working practices.
- Ensure periodic auditing and subsequent review of our proposals to ensure compliance and push for best practice where reasonably practicable.

### Environmental Policy Revisions and Reviews

Issue Number	Date	Revision Made	By Who
1	31.3.15		SAW
2	22.1.16		SAW
3	30.3.17	Section 2	JB/SW
4	7.12.18	Annual Review	JB/SAW
5	12.7.19	Update: Change to Director responsible for Health and Safety	JB/PH
6	6.1.20	General Review	JB/PH
7	6.1.21	General Review	JB/PH

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