HOW TO...
Write an Environmental Policy Statement

Policy
A policy described government, private “Statement of Inter important organization
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Write an Environmental Policy Statement

Our expert Environmental Consultant has visited a number of Construct members and has been asked to provide a summary of what is involved in putting an Environmental Policy Statement together.

What is it?
An Environmental Policy Statement outlines an organisation’s commitment to managing the environmental aspects and impacts of its operations.

Why have one?
It’s not compulsory to have an environmental policy but an increasing number of businesses are choosing to have one to demonstrate to customers and other stakeholders a commitment to managing environmental impacts in a responsible way.

The Benefit?
Whether you are looking to gain the ISO14001 standard or not, it’s still a really good idea to have an Environmental Policy Statement for your organisation.

“Our environmental policies are woven into how we do business.”
Paul Johnson, HSEQT Director, The Carey Group
There is no standard format for writing an environmental policy, but to give it the best chance of success, it’s important you plan carefully:

It’s important to tailor your environmental policy to reflect your business and its culture. A good starting point is to collect and review examples of policies written by other businesses and select the format and style most appropriate to your own business. However, avoid copying someone else’s policy.

Keep the statement short - it’s longer than one side of A4, then it’s probably too long.

The statement is meant for everyone to see, so make sure it’s easy to read and understand.

The statement must be realistic, achievable and relevant to your business’ activities and practices.

Demonstrate commitment to making the policy work and get the statement signed, dated and endorsed by the owner, managing director or other senior manager.

Make the policy available on your website.

“The company is actively committed to the reduction of waste and improved operational efficiency.”

JP Dunn
Before you write your policy you should assess which aspects of your business affect the environment and what the potential impacts are. The content of your policy should then be based on the results of your assessment. In addition, your policy should contain brief statements on the following:

- The business mission and information about its operations. Bear in mind that if your business activities or operations change significantly, you may need to amend the policy.
- A commitment to continually improve your environmental performance.
- A commitment to prevent pollution and effectively manage your significant environmental impacts.
- The expectations that your business has in relation to external parties such as suppliers and contractors.
- Recognition that you will comply with relevant environmental legislation (and other applicable requirements) as a minimum level of performance.
- Education and training of employees in environmental issues and the environmental effects of their activities.
- Monitoring progress and reviewing environmental performance against targets and objectives on a regular basis (usually annually).
- A commitment to communicate your business’ environmental aims and objectives to all staff, as well as to customers, investors and other external stakeholders.
Driving your business performance

For over 20 years, Exemplas has provided more than 100,000 organisations with solutions that secure exceptional results. Our education, support and consultancy services improve performance, create employment opportunities and deliver the skills necessary for continued success.

As part of the University of Hertfordshire Group, we have unrivalled access to a leading resource of world-class expertise, educational solutions and business support. This means we have the people and programmes required to ensure your organisation achieves its potential.

Whatever your sector and goals, Exemplas will not only work closely with you to define your ambitions and provide innovative, bespoke solutions. We will do whatever it takes to provide outstanding results for your business.

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