



QUALITY AND SUSTAINABILITY POLICY

January 2021

TURFDRY LIMITED

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QUALITY POLICY

Turfdry Limited is dedicated to providing a high level of quality in relation to our products and services in order to achieve customer satisfaction at all times.

The policy embraces the following key principles:

- Operating effective quality management systems in all aspects of the business through active participation by the Management in quality improvement activities and leadership by example, and the involvement of the company workforce through the application of teamwork and employee consultation.
- Direct employment of the workforce and provision of relevant training and development to ensure that all employees are competent to carry out their work.
- Instilling a sense of pride in the workforce to uphold the company reputation for quality.
- Carrying out operations in an effective and efficient manner to reduce remedial and abortive work and minimise wastage of materials.
- Looking at our service provision processes, identifying the potential for errors and taking the necessary action to eliminate them through established monitoring, measuring and reporting methods.
- Suppliers are integral to the quality process and company staff will work closely with them to meet customer's needs.
- Providing and maintaining company owned plant and equipment to ensure a consistent quality of finished product.
- Our Company will constantly review and improve on our services to ensure tasks are completed in the most cost effective and timely manner for the benefit of all our customers.

SUSTAINABILITY POLICY

Turfdry Limited is committed to promoting sustainability. Concern for the environment and promoting a broader sustainability agenda are integral to our 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 sub-contractors and clients to do the same.

Principles

Our Sustainability Policy is based upon the following 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 are fully aware of our Sustainability Policy and are committed to implementing and improving it
- To minimise the impact on sustainability of all office and site activities
- To make clients and suppliers aware of our Sustainability Policy and encourage them to adopt sound sustainable management practices
- To review and to strive to improve our sustainability performance

Practical steps

In order to put these principles into practice we will:

Travel and meetings

- Share vehicles to attend meetings, site visits etc. whenever possible.
- Avoid or reduce physically travelling to meetings etc. where alternatives are available and practical, such as using the internet and efficient timing of meetings to avoid multiple trips.
- Reduce annual car mileage by encouraging the above and organising site visits by geographical proximity.
- Replace company transport with more efficient models as they become due for replacement.

Purchase of equipment and consumption of resources

- Minimise our use of paper and other office consumables, for example by reusing paper and identifying opportunities to reduce waste. Purchase office paper produced from sustainable sources.
- Issue documents electronically wherever possible.
- Only print hard copies when necessary.
- As far as possible arrange for the reuse or recycling of office waste, including paper, computer and printer supplies and redundant equipment.
- Reduce the energy consumption of office equipment by purchasing energy efficient equipment and by good housekeeping.
- Switch off lights and electrical equipment when not in use.
- Purchase electricity from a supplier committed to renewable energy. Seek to maximise the proportion from renewable energy sources, whilst also supporting investment in new renewable energy schemes.
- Ensure that timber furniture and any other timber products are recycled or are from well-managed, sustainable sources.
- Purchase Fair Trade and/or organic beverages wherever possible.
- Minimise office fuel and energy consumption.

Working practices and advice to clients

- Ensure that any sub-contractors that we employ take account of sustainability issues in their operations
- Include a copy of our Sustainability Policy in all our proposals to clients
- Comply with relevant environmental legislation relating to Turfdry Limited's activities and services

Monitoring and reporting

Our Sustainability Policy will be monitored annually and reviewed by the Managing Director, who will seek to continually improve environmental performance.

Signed



Melvyn G Taylor - Managing Director

Date

2 January 2021