## MJF Group Business System Management System Policies MJF Group Environmental Policy



## **Environmental Policy**

MJF Group is a specialist in providing the following services:

**MJF Office**, furniture supply and installation based at Goswell Rd London, Birmingham and Reading **MJF Business Relocation**, office relocation reconfiguration and recycling at Goswell Rd London, Birmingham and Reading; and

MJF Records Management, secure data storage and destruction based at Rainham, Thatcham and Wargrave

As part of the Company's core beliefs and values it places a particularly high priority on its responsibility for environmental matters and affairs and by using this Environmental Policy as a guiding principle within its company operations and the range of services offered to customers.

The Company will operate a policy of effecting continual improvement and change in accordance with developing knowledge and changing environmental requirements throughout its divisions.

The Company ensures that all its activities are carried out in conformance with all the relevant environmental legislation that relates to its environmental responsibilities. MJF Group's employees are aware of the environmental sensitivity of the business sector in which the Company operates and seek to continually develop the Company environmental compliance using an Environmental Management system. To assure the achievement of the above, the organisation has implemented an Environmental Management System that satisfies the requirements of ISO EN 14001:2015. This in conjunction with both a Quality system meeting the requirements of BS EN ISO 9001:2015 and a Health and Safety System currently meeting the requirements of BS ISO 45001:2018 ensures we minimise adverse environmental impacts.

The Company will continue to make available resources to ensure that suppliers and customers are made fully aware of the consequence of their activities in relation to their environmental compliance obligations and legislative responsibilities. In addition, we aim to understand and the meet the needs and expectations of all interested parties within the context of our business environment, seeking to communicate these requirements both internally and externally.

The management and all persons working for or on behalf of the Company are committed to the care of the environment, the prevention of pollution through elimination, reduction recycling and reuse, and the maintenance of environmental controls by complying with all regulatory, industry, customer and other identified specific issues either local or regional that are relevant to our Environmental Management system. In addition, we seek out opportunities for incorporating sustainable products and services to enhance our environmental status.

This policy, with its obligations and responsibilities, has been communicated to all staff by way of training seminars and clearly displayed notices. It also is communicated to all persons working for or on behalf of the Company and to the public on request.

The Environmental Policy is one of continual review and is subject therefore to frequent development. The Company's continued environmental responsibility is judged by its ever-widening Customer base and the Public in general, while being driven enthusiastically by the Managing Director through the management structure.

Signed...

John Power Managing Director Dated: January 2022