



Environmental and Sustainability Policy

Norma Gregory Solutions Ltd. is committed to environmental sustainability and sustainable procurement. We aim to contribute positively to protecting and enhancing the natural environment and to educate staff, volunteers, and stakeholders on environmental issues.

As responsible members of society, we aim to reduce waste and provide a safe, inclusive, resilient, sustainable, and pleasant environment in which to learn, work, and live.

Norma Gregory Solutions Ltd. has developed this Policy that links to the wider and global Corporate Social Responsibility Agenda. The aims below are an integral part of that wider policy.

The underpinning ethos of this Policy is to:

- *Ensure that we are compliant with UK environmental legislation*
- *Recognise that we are both consumer and producer of external products and services and aim to respond appropriately to this*
- *Review our environmental impact at regular points via review of any action plans and to take necessary actions as appropriate*
- *Recognise areas for development and implement improvements*
- *To use resources carefully, which in turn, will help reduce negative effects on the environment, wildlife, natural, on people, communities as well as operating costs*
- *Ensure that partners and supporting organisations with whom we work adopt and abide by UK environmental and sustainability principles.*
- *Ensure due diligence is carried out before working with partners and supporting organisations, and monitor the relationship on an ongoing basis to assess environmental compliance*

Environmental and Sustainability Action Plan

The purpose of this statement is to set out Norma Gregory Solutions Ltd.'s commitment to sustainable development and effective environmental stewardship such as:

- *Promoting responsibility as individuals and as a collective towards better care for the environment*
- *Reduce the excessive use and waste of energy, water and other natural resources*
- *Minimise waste by reduction, re-use and recycling methods such as a circular economy*
- *Ensure that our policies and services are developed in a way that is complementary to this Policy*
- *Not prioritise funding needs ahead of sustainability requirements*
- *Identify and provide appropriate training, advice and information for staff, volunteers and stakeholders to encourage everyone towards responsible environmental stewardship*
- *Provide appropriate resources to meet the commitments of this Policy*

Key Actions

- Ensure continued roll-out of electronic records document management system and online services initiatives to reduce the need for paper and printing, reducing carbon footprint
- Review Policy and Key Actions, when necessary, every three years
- Improve environmental awareness amongst staff and promote green corporate housekeeping activities
- Reinforce senior management commitment.

Agreed by

Directors, Norma Gregory Solutions Ltd.

September 2026. For review August 2029