

## **Environmental Policy**

RA Roberts (Office Equipment) Limited is a family owned business supplying commercial office products to businesses centred around the South Yorkshire area.

RA Roberts (Office Equipment) believes that all aspects of its own operation should be carried out in such a way as to have a minimal adverse affect on the environment. RA Roberts (Office Equipment) has therefore adopted the following environmental policy that provides a framework for setting and reviewing its objectives and targets.

The key environmental issues for RA Roberts (Office Equipment) are:

- Suppliers' environmental aspects
- Consumption of energy, water and paper
- The environmental performance of delivery fleet
- Correct waste disposal practices

RA Roberts (Office Equipment) will assess all areas of its activities, products and services with respect to its impact on the environment and incorporate those practicable procedures and controls necessary to ensure continual improvement and prevention of pollution.

RA Roberts (Office Equipment) will comply with applicable legal requirements, and with other requirements to which the company subscribes which relate to its environmental aspects.

RA Roberts (Office Equipment) will set and review objectives and targets designed to ensure continual improvement in its environmental performance.

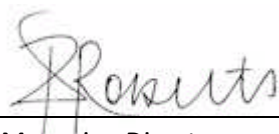
RA Roberts (Office Equipment) will ensure that this policy is documented, implemented and maintained.

RA Roberts (Office Equipment) will ensure that this policy is communicated to all persons working for or on behalf of the company.

This policy will be displayed in RA Roberts (Office Equipment)'s offices and will be available to the general public on application to the Environmental Representative.

In order to achieve these objectives it is the policy of RA Roberts (Office Equipment) to maintain an effective environmental management system based on the requirements of BS EN ISO 14001:2004

Signed: \_\_\_\_\_  
Managing Director



Date : 20<sup>th</sup> May 2009