

John McNicol & Company (EE) Ltd.

Environmental Impact Policy

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Statement of Intent

John McNicol & Company (Electrical Engineers) Limited

Anderston Electrical Works

123 Elliot Street

Glasgow G3 8EY

0141-221 0725

1st October 2001

Statement of Intent ~ Environmental Impact

John McNicol & Company (Electrical Engineers) Limited have a moral and legal duty, so far as is reasonably practicable, to minimise the impact caused by our actions on the environment and community.

Our philosophy is to comply fully with all current UK Legislation and EC Directives concerning environment, waste, emissions and discharge.

Best practice and leading edge industry thinking shall be adopted where practicable. We shall seek expert guidance where appropriate. By dialogue with our trading partners we will seek to minimise packaging and vehicle journeys. Where practicable, we recycle or re-use suitable equipment and materials. We seek that 40% of our office stationery utilises recycled paper. By applying a canny Scottish eye to all costs we shall seek to minimise excess and wastage.

Any toxic chemicals or materials that we discover, and that are our responsibility, shall be disposed of correctly and properly, using authorised and regulated specialist disposal services. Where we are not the duty holder, we shall seek to encourage or persuade them to do likewise.

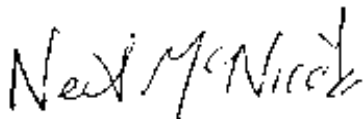
When considering our own journeys, we will appraise whether they are necessary and how best they can be effected. By operating modern vehicles, constructed and maintained to the latest regulations, we shall seek to minimise exhaust emissions to the neighbourhood. Over the years we have reduced the capacity of our vehicle engines to minimise emissions. We ensure that our vehicle maintenance partners employ satisfactory disposal methods (eg used-tyre recycle projects). Where appropriate we shall make use of public transport or bicycles.

In line with policies supported by the Climate Change Levy, we shall seek to use energy efficient equipment (eg. light fittings, motors, slimline heaters,. etc.) in our own premises and shall promote their use where we have authority to specify materials.

We buy our energy and water services from nationally regulated organisations, who comply with all relevant legislation. We are considering the benefits of the electricity supply companies' green levy.

Annual management audits review our environmental impact's current status – to gauge whether our plans are being implemented correctly and our desired targets are being met. Our plan to control our environmental impact shall take the form of our Environmental Impact Procedures (copy attached). This allows the opportunity to shape and amend our policy to achieve our goals.

As a member of the leading industry trade body – SELECT - , we seek to learn any new initiatives or proposals that effect our outlook on environmental impact. We are registered with SEPA and review any guidance that they offer. Additionally, as we study the national, local and specialist trade press we aim to become aware of new legislation and trends.



1st October 2001

Environmental Impact Procedures.

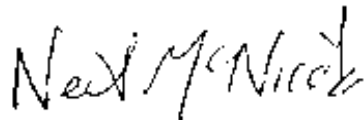
- A. Our procedures to monitor and control our impact on the environment shall take the form of internal environmental audits undertaken bi-annually (Christmas & the Fair) and subject to review by Senior Management (during September or the next appropriate board meeting).
- B. The internal environmental audit shall determine if our Environmental Impact Policy and these procedures and their associated steps are meeting our desired criteria. (AppxIII).
- C. The Senior Management Review shall verify that the internal environmental audits have been undertaken and that their outcome and findings were satisfactory or otherwise. If otherwise, the SMR shall form and shape a strategy to regain our desired position. (AppxIII).
- D. The control of our impact on the environment shall be managed by the following steps;
- E. Goods, systems or processes that are required shall be chosen with a view to not compromising the environment. Good business practice, previous knowledge or enquiry & vetting shall be used to ensure that a known source will be able to provide in compliance with our Environmental Impact Policy and all UK Legislation and EC Directives pertaining.
- F. When goods, systems or processes are received by us, they shall be verified to ensure that they comply with our desired criteria. Additionally, we shall review the methods and nature of packaging and delivery. If necessary we shall advise our provider of our concerns (eg. multiple journey deliveries and excessive or wasteful packaging).
- G. Any anomalies or non-compliance in the goods, systems or processes shall be queried with the provider for review and action. Details will be recorded in our Building Register under 'Environment, Risk'. Notes on the case and its resolution will be added as appropriate.
- H. Any chemicals or toxic materials used or required will be reviewed and considered. Independent outside expert help can be called upon as necessary. If an alternative less toxic or threatening substitute is available it shall be used. When chemicals, toxic material or non-degradable matter has to be disposed of, we shall use properly registered and appropriately resourced service providers to achieve safe and suitable disposal. These service providers will furnish adequate documentary evidence of their competence and ability to meet our needs. Where appropriate, a site visit may be beneficial to discuss in depth our mutual targets. (latest Preferred Providers listed in Appx I).
- I. We shall be made aware of changes in legislation, new developments and better practices in the Environmental and Waste Management spheres by the Information Services of our trade bodies (Select and AEMT), by studying the UK Business Press and by subscription to trade journals. We shall seek to adopt successful better practices employed by our trading partners and service providers and shall benefit from our dialogue with them. Our insurers will audit our procedures to ensure that they are comfortable that we present no liability to them. We are registered with the appropriate UK government body - SEPA - and shall endeavour to meet any promulgations that they issue. Any guidance offered by SEPA will be welcomed and shall be floated over our procedures to determine if we may improve our current arrangements. Our SEPA registration certificate is displayed at our registered office 123 Elliot Street, Glasgow (copy , Appx II).

../continued over.

Environmental Impact Procedures (cont.)

- J. Any complaints or warnings from SEPA, clients or other affected parties will be logged in our Building Register under 'Environment, Risk'. Notes on the case and its resolution will be added as appropriate.
- K. Following from (J) any corrective action required will be communicated, verbally or by other media, to all affected parties. Pro-active preventative measures may be required to eliminate the likelihood of future contraventions.
- L. Records of these matters will be held for ten years. After three years in the Building Register held within the General Office, they can be moved to archive storage for the remaining seven years.
- M. These Environmental Impact Procedures form part of our Environmental Impact Policy and shall be held at our General Office within the Building Register. These procedures shall be appraised and reviewed during the Senior Management Review, or at other times as necessary, and can be improved and amended.

Signed:



N.D.McNicol

Date: 1st October 2001

Notes:

Appendix I ~ Preferred Service Providers.

General Skips, etc.:

Biffa Waste Services Ltd.
Clydesmill Place
Cambuslang
Tel: 646 3700

Site Rubbish, etc.

Glasgow City Council
Environmental Protection Services
Polmadie Coup
Glasgow
Tel. 287 9700

Non-ferrous metals:

J & W Robinson (Glasgow) Ltd
71 Castlebank Street
Partick, Glasgow
Tel, 339 8267

Ferrous & Copper Metals:

R.M.Easdale Ltd.
65 Washington Street
Glasgow
Tel. 221 2708

PCB materials:

SDC Industries Ltd.
18 Colvilles Place
Kelvin, East Kilbride
Tel. 013 5526 5959

Lamps:

Bradstone Lighting Ltd.
Hawthorn Street
Possilpark
Tel. 402 9191

Oils:


Mitchell Thomson Oils Ltd.
Robslee Drive
Giffnock
Tel. 638 0906

Cloths, laundry & cleaning:

Initial Textile Services
200 Cambuslang Road
Rutherglen
Tel. 647 9900

Appendix II Rendering of the SEPA certificate.

scottish environment protection agency



CERTIFICATE OF REGISTRATION UNDER THE CONTROL OF POLLUTION (AMENDMENT) ACT 1989

Regulation Authority

Name: WEST REGION

Address: 5 REDWOOD CRESCENT
PEEL PARK
EAST KILBRIDE

Post Code: G74 5PP

Tel: 01355 574200 Telex: Fax: 01355 574688

The following information is hereby certified by the above-mentioned authority to be information which at the date of this certificate is entered in the register which they maintain under regulation 3 of the Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991:-

Name(s) of registered carrier:
JOHN MC NICOL & CO LTD

Registration number: SWE/018348/3

Business name (if any): JOHN MC NICOL & CO LTD


Address of registered carrier's principal place of business:
ANDERSTON ELECTRICAL WORKS
123, ELLIOT STREET
GLASGOW
G3 8EY

Tel: 0141 221 0725 Telex: Fax: 0141 248 4569

Date of registration: 28/03/2001

Date of expiry of registration*: 27/03/2004

Date on which last amendment (if any) was made to the carrier's entry in the register: 26/10/2000

Signature of authorised officer of the regulation authority:  Date: 23/11/2000

[See over]

Appendix III ~ Environmental Audit Form.

A. Internal Audit.

Date:

Auditor:

Notes:

Satisfactory / Unsatisfactory
Initials:

B. Internal Audit.

Date:

Auditor:

Notes:

Satisfactory / Unsatisfactory
Initials:

C. Management Audit.

Date:

Auditor:

Notes:

Satisfactory / Unsatisfactory
Initials:
