



Our Sustainability Policy

To guide everything we do, we have adopted a sustainability policy and report on aspects of our performance on our website. Our aim is to continually improve our work and management, actively improving our own and our community's sustainability by choosing environmentally and socially responsible suppliers, offering good advice and:

- ▲ reducing negative environmental impacts and promoting positive ones by:
 - minimizing unnecessary travel, using home working, teleconferencing and when we have to travel, using public transport;
 - using resources carefully, avoiding misuse, reusing and recycling wherever possible;
 - mitigating the CO₂ emitted as a result of our energy usage in buildings and by travelling.
- ▲ increasing social equity by:
 - being accountable and transparent;
 - respecting diversity;
 - keeping the ability to communicate directly with all members of the organisation;
 - promoting flexible working practices and a positive work-life balance;
 - ensuring personal development through training and keeping employees up to date with the latest in sustainability thinking;
 - encouraging employees to volunteer and play active roles in their communities.
- ▲ increasing genuine wealth by:
 - generating the resources to achieve these goals through being a successful profitable business;
 - working towards value and quality and not necessarily simple growth;
 - ensuring employees have a shared interest in the quality and success of the business;
 - investing 10% of our profits in the promotion of sustainability (1% charitable donation, 9% SD project investment).

Source: Sd3 business plan 2007-2011.doc