



The Pernicious Anaemia Society's Environmental & Ethical Policies

A.- Sustainability Policy

1. The Society's Sustainability Development Policy is built on the three pillars of Sustainability - **Community, Economy and Environment** and we will seek to achieve an acceptable balance between these three pillars.
2. We will seek to "*meet the needs of the present without compromising the ability of future generations to meet their own needs*".
3. Our Policy will be enshrined in a Sustainability Manual that will outline the practical measures that will be adopted to ensure we turn policy into practice.
4. Periodically the Management Committee will report to the Trustees on the practical application of the Policy, and they will be given the opportunity to recommend improvement.
5. We shall strive to think globally and act locally to pursue our goal of sustainability.

B.- Sustainability Manual

The Pernicious Anaemia Society aims to reduce unnecessary consumption of all goods and actively supports ethical trading, the local economy and seeks to maximise the positive benefits of its own financial activities. The Pernicious Anaemia Society will give preference to suppliers who subscribe to sustainable development principals. The society will adopt the following procedures:

1. PURCHASING.

- We undertake to give preference to fairly traded, local, non-animal tested and 'green' goods.
- We will always give preference to bulk purchasing when practical and will use returnable or reusable containers where possible.
- We will give preference to eco-designed products and those with recycled content.
- We will give preference to items that are returnable for remanufacture.
- We will avoid single use products, polluting products and select natural or biodegradable where possible.
- We will always avoid unnecessary packaging.

2. RESOURCE MANAGEMENT & WASTE DISPOSAL.

The Society will aim to reduce, reuse and recycle waste and purchase recycled content and reused goods wherever possible. This includes office/kitchen equipment, furniture and most paper products.

REDUCTION:

- Avoid excess packaging – including plastic, cans and bottles.
- Avoid unnecessary printing and duplication – “think before you print”.
- Use both sides of paper when printing.
- Circulation of written information by email and website instead of print where appropriate.
- Avoid *disposable* and favour *reusable* items including cutlery, cups, plates etc.

REUSE:

- Reuse plastic bags
- Reuse envelopes
- Use blank sides of printed paper for notes or draft copies
- Purchase refurbished/second hand items wherever possible
- Reuse cloths/textiles for cleaning materials.

RECYCLING:

- We will place recycling bins throughout our workplaces
- Paper will be recycled in the office and good recycling habits will be encouraged for all volunteers.
- Collect cartridges and toners for return to manufacturers.
- Compost organic waste.
- All glass, tins and cans and similar materials will be recycled via the relevant recycling scheme.

DISPOSAL:

- ✓ General waste will be disposed of appropriately and all batteries, fridges, freezers and acid products will be disposed of in a manner that is in-keeping with local authority guidelines.

3. ENERGY

The Society aims to reduce its impacts on climate change through the prudent use of energy. We will act with restraint and efficiency when using energy and rely increasingly on renewable energy sources such as solar, wind and wave where possible.

- ❖ Energy efficient lighting will be fitted in all our premises where we have direct control, or where we can influence the Landlord's choices
- ❖ We will turn off unnecessary lights and electrical appliances.
- ❖ We will use power-saving features on electronic equipment.
- ❖ We will encourage all volunteers and employees to reduce the use of energy for heating
- ❖ We will explore other options as appropriate to heating our premises.
- ❖ Wherever possible, our renewable electricity will be supplied by 'good energy' via the national grid.

4. WATER

- Where we have direct control, or through influencing our landlord, water saving devices will be placed in all toilets of premises leased by the Society.

5. TRANSPORT

The Society aims to reduce the detrimental impacts of transport fuel through individual work-related car use where possible.

- We will allow an appropriate, home-based as well as office-based working, making use of email and other virtual communication-based software.
- Staff and volunteers will be encouraged to choose public transport for the purpose of authorised travel and travelling expenses

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- Local trips will be made by walking or cycling.
 - Venues for events are selected usually on the grounds that they are easily accessible by public transport.
 - Car sharing is encouraged whenever possible for staff, volunteers and at events.
 - Reducing the need to travel through running telephone and video conferencing wherever possible

6. MAINTENANCE & CLEANING

We will aim to minimise the environmental impact of maintenance and cleaning through a work-place risk assessment to select non-hazardous products and supplies.

- All equipment will be serviced as necessary to ensure optimum efficiency and longevity.
- Cleaning materials will be bio-degradable and will not contain harmful solvents or propellants and will not have been tested on animals.

Adopted May 10th, 2008

Updated and Revised, October 2020

Updated and Revised February 2025 NEXT

REVIEW DATE FEBRUARY 2028