

ENVIRONMENTAL POLICY & PRACTICE

Policy

Tools for Self Reliance recognises that its activities impact upon the environment both through its routine internal operations, its influence and effects on the wider UK community, and with its work overseas.

It acknowledges a responsibility for, and a commitment to, protection of the environment at all levels. Tools for Self Reliance will comply fully with environmental legislation and is in addition committed to its continued effort to:

- Promote environmental management policies and practices at every level of the organisation
- Increase awareness of environmental responsibilities among all people connected with the organisation.
- Minimise waste and pollution.
- To incorporate long term strategies for energy efficiency into planning and development.
- Minimise water consumption.
- Encourage and facilitate modes of transport by staff and volunteers which minimise environmental impact.
- Promote purchasing which will give preference, as far as is practicable, to those products and services which cause least harm to the environment.
- Avoid wherever practical the use of environmentally damaging substances, materials and processes.
- Maintain the grounds and buildings of the organisation in an environmentally sensitive way, having regard to protection of local natural habitats and preservation of biological diversity.
- Promote the re-use and re-cycling of all waste and unwanted products,

Progress in implementing this policy will be reviewed annually by the Board of Trustees.

Practice

1. Purchasing

- For all purchases the provenance of the product should be considered. The method of product, longevity of the product and disposal of product should all be considered as well as cost.
- Paper should either be from sustainable forests or recycled.
- Toner and ink cartridges should be returnable and if possible refillable.
- Excess packaging should be avoided.
- Cleaning products should be biodegradable, not contain harmful solvents and not tested on animals.
- Tea, coffee and toilet rolls are bought from a Fair Trade outlet.
- Avoid paper plates, cups etc at events.
- Source second hand furniture where appropriate.

2. Transport

- There is a travel policy that encourages car sharing, suggests using public transport where cost and ease of use allows, and suggests that travel should be minimised as much as possible i.e. by using phone and computer instead of face to face meetings.
- The TFSR van schedule is co-ordinated to minimise amount of fuel used.

3. Waste reduction

- Paper to be re-used and then recycled. All paper in bulk (e.g. magazines) to be recycled.
- Use the metal recycling bins.
- Use the compost heap.
- Use IT effectively to prevent unnecessary printing and duplication.
- Only non-recyclable things are put in the landfill bin.
- Ensure taps are turned off and any leaks reported.

4. Grounds

- Pesticides and herbicides are not used.
- All garden waste is composted.
- All waste from the house is composted or recycled (if recyclable).
- The back field is managed for wildlife.

5. Tools

- Re-use as much as possible. Sell excess in whatever way possible.
- Recycle by scrap bin.
- Partners are asked to consider environmental issues when requesting tools, (e.g. two man saws for use in tree felling).

6. Hazardous chemicals

- Avoid using whenever there is a substitute, then re-use, and then dispose of in safe way. (Follow COSHH).

7. General

- Maintain the office, workshop and warehouse as a pleasant and effective working space within building constraints.
- Carry out an annual clear out.
- Regularly service all equipment to maintain maximum operating efficiency and longevity (and safety).
- Recycle bubble wrap and other packaging.
- Use biodegradable packing for tools.
- Use fluorescent or energy saving bulbs where practical.
- Feed the birds.