



APAO Consultancy and Training Environmental Policy

APAO Consultancy and Training was established in 2013 to address the need for appropriately trained and skilled managers and leaders in a rapidly evolving workplace. After proper assessment, APAO Consultancy and Training provide bespoke intervention, training, coaching and executive mentoring to clients to develop managers, leaders and teams.

APAO Consultancy and Training implements this environmental policy with the intention to monitor and revise on an annual basis their environmental objectives and targets. APAO Consultancy and Training and their associates endeavour to reduce their impact on the environment and therefore carry out all work procedures in accordance with all relevant environmental legislation and regulations to conserve valuable resources, minimise waste and pollution in compliance with relevant legislation.

Practically APAO Consultancy and Training and associates will wherever possible:

- Minimise, re-use and recycle resources
- Communicate by email to reduce paper usage.
- Promote energy efficiency by turning off computers, lights and office equipment when not in use.
- Use public transport for travel to training events and meetings.
- Minimise pollution
- Introduce and comply with all relevant current legislation and industry
- Integrate environmental considerations and objectives into relevant business operations
- Work continuously to improve the effectiveness of its environmental policy.
- Ensure that all employees are aware of their responsibilities in implementing this environmental policy.
- Observe any additional provisions that may be set out in the environmental policies of any clients or partner organisations or organisations as a requirement for services rendered.

Particular attention is paid where possible to:

- Reducing the amount of raw materials used and purchasing materials produced by sustainable means
- Efficiency savings in waste production through waste monitoring and recycling.
- Reduction in energy and water use via monitoring of bills and installation of energy saving equipment.

Adopted November 2013

APAO Consultancy and Training is a member of the FSB