

Olive Consultancy Ltd Environment and Quality Policy

The Olive Consultancy Ltd (Olive) is an environmental and sustainable business consultancy delivering high quality advice and services to businesses. Through the provision of consultancy and training, Olive advises clients on sustainable development, sustainable procurement, waste and energy management, legislation, global climate change, stakeholder engagement and related enhancements of brand value. Olive works in partnership with their clients to address their environmental, social and quality risks and opportunities to help them achieve sustainable and responsible economic growth.

Olive is committed to the care of the environment, prevention of pollution and to continually improve the quality of their products, services and environmental performance. Olive has implemented a documented Integrated Management System.

Olive will always meet the specified requirements of their customers and seek to satisfy or exceed their expectations. The organisation ensures that all their activities are carried out in compliance with the relevant environmental legislation and other requirements and meets, or where possible, exceeds the requirements of ISO 14001:2004 and 9001:2008.

The following key activities have been identified as significant:

- **Energy** – Olive is committed to minimising their consumption of non-renewable energy sources and to continually research alternative sources and technology to reduce consumption of energy across all activities.
- **Waste** – Olive works to minimise the wastes it generates and their impacts by seeking opportunities to reduce, reuse, recycle and recover otherwise redundant resources
- **Transport** – Olive is aware of the environmental impacts of their transport operations, and seeks ways to reduce them wherever practical through the use of sustainable transport and IT solutions
- **Quality** – Olive operates controls to ensure the quality of their business processes meets and exceeds the requirements of their clients
- **Training** – Olive is committed to the ongoing training and education of their staff so that the company can continue to provide the most appropriate advice and services
- **Procurement** – Olive works to ensure that the products, services and materials which it purchases are as sustainable as practical.

Olive has introduced systems that will set, achieve and review measurable quality and environmental objectives. The directors will provide appropriate resources as required in order to enable the company to meet these objectives.

All staff are made aware of the aims and objectives of the Integrated Management System and associated Operating Procedures and are expected to adhere to their requirements. Everyone is encouraged to suggest ways in which the Integrated Management System can be improved. Where appropriate, sub-contractors and visitors to Olive's premises are required to acknowledge and adhere to the company's Environment and Quality Policy and relevant operating procedures.

Olive communicates its Environmental and Quality Policy to all staff through notice boards, staff induction and training. It is available to all stakeholders through the Olive website (www.consultolive.com) and forms part of all contracts with our clients.

Signed by Charles Burt,
Managing Director:



First signed: 28 October 2009
Last annual review: 12 May 2011

Olive Consultancy Ltd

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