

# University of Manchester

## Students' Union

### Environmental Policy

#### Introduction

#### **Purpose**

Our primary aim is developing and maintaining a first class environmentally responsible culture within UMSU.

UMSU is committed to developing a positive and proactive environmental culture, not only for our membership and staff, but also for our suppliers and sub-contractors and all external stakeholders.

Caring for the environment is at the heart of all we do and is one of our core values. We are not satisfied with mediocrity and we want to lead and be recognised in our environmental approach.

The purpose of this document is intended to provide information to all UMSU staff and members on the organisation's arrangements for environmental management to ensure our impacts are minimised, and to set out management and employee responsibilities to achieve this.

This document has been prepared to define the way UMSU intends to manage environmental issues and meet the requirements of ISO 14001, which is summarised as follows

- To establish an environmental policy that is appropriate to UMSU.
- To identify the legislative and regulatory requirements relevant to the organisation's environmental compliance. A list of applicable environmental legislation is available on UMSU Shared Drive.
- To identify the environmental aspects (risks) arising from the organisation's past, existing or planned activities or services determine the environmental significance of these aspects (risk) and introduce control measures to manage environmental impacts.
- To identify priorities and set appropriate environmental objectives and targets.
- To establish a structure, procedures and programme to implement the policy and achieve the objectives and targets.
- To define responsibilities and provide resources for planning, control, monitoring, corrective action, auditing and review of activities to ensure both that the policy is complied with and that the Environmental Management System remains appropriate.

# Environmental Policy Statement

UMSU is fully committed to undertaking our works in a responsible manner that achieves and maintains the highest environmental standards.

We recognise that we need to continue to improve our environmental performance. Therefore our management and improvement plan will be aligned to ISO 14001. In everything we do compliance with relevant legislation, codes of practice and our own organisational integrity is the minimum acceptable level of performance.

## 1 Management and Leadership

- Directors and Senior Managers will provide visible leadership in Environmental matters and consider the environment as an integral part of the business

## 2 Managing Risk

- UMSU will assess our activities to minimise impacts from significant environmental aspects including:
  - Waste
  - Releases to water
  - Contamination of land
  - Nuisance and amenity
  - Emissions to air
  - Carbon emissions
  - Archaeology and local history
  - Wildlife

## 3 Working with Employees

- All employees will be actively encouraged to engage in environmental training and awareness programmes

## 4 Working with Suppliers and Subcontractors

- Subcontractors' and suppliers capability and competence in environmental matters will be assessed and continually monitored

## 5 Setting Plans and Targets

- Targets will be reviewed and set annually for both leading and lagging Environmental measures. Improvement plans will be developed, implemented and monitored to support this policy and drive continual improvement

## 6 Effective Procedures and Guidance

- The environmental management system will be developed as a comprehensive guide to our staff and membership of working practices and procedures
- Our eventual aim is of achieving 14001:2004 accreditation.

## 7 Reporting/Reviewing and investigating

- Our cross departmental Environmental committee will be maintained and developed to provide support across the organisation
- Performance will be reported, measured and reviewed against targets to identify deficiencies and drive improvement
- Incidents and near misses will be reported and analysed/investigated to learn lessons and feedback improvements

- The Operations Director and Environmental committee will report on performance and review this Policy at regular review meetings

## **Statement of intent**

To support our environmental policy and objectives we are committed to responsible organisational practices in the following environmental areas and, as such, are developing programmes and procedures to improve our performance.

### **Carbon footprint & energy efficiency**

Our approach to a reduction in carbon footprint is focussed on our most significant contributions.

Travel:

- UMSU commits to the non use of domestic air travel for business purposes
- UMSU's commitment to lessening our environmental impact has undertaken a review of the staff car parking provision.
- UMSU is committed to reducing its environmental impact and actively supports and promotes travel by sustainable means.
  - For further information on sustainable travel options, please see "UMSU Car Parking Review" document.

### **Waste Management policy**

In partnership with Manchester University, we will establish a coherent and suitable waste management policy with clear procedures and measurable outcomes.

UMSU are currently included in UoM's Pre-Tender Qualification to establish a suitable waste management provider and solution.

UMSU commits to reducing the following Environmental aspects in 2012:

1. Food Waste
2. Packaging and products purchased for resale.
3. Travelling for business

### **Sustainable procurement policy**

We are also committed to improving the way we procure other materials and equipment.

As such we will develop mechanisms to:

- Enhance employee awareness of relevant environmental and social effects of purchases through appropriate training.
- Provide guidance and relevant information to employees to allow them to select sustainable products and services.
- Give preference to products and services that can give value and can be manufactured, used, and disposed of in an environmentally and socially responsible way.
- Work with existing and potential suppliers to investigate and introduce responsible processes and products.
- Ensure that sub-contractors credentials are considered in an environmental assessment process.
- Develop sustainability criteria that can be included in specifications to suppliers, including the following
  - Health and Safety
  - Environmental protection
  - Equality & diversity
  - Ethical sourcing
- Ensure that sustainability criteria are considered in the placing of orders.
- UMSU commits to environmental considerations for the following:
  - IT equipment
  - Kitchen equipment
  - Lighting fittings and bulbs
  - Motor vehicles

- Refrigeration equipment (domestic and commercial)
- Televisions and screens