Andrew Brimson
Khipu Networks Limited
21/3/19

Khipu Environmental Policy

ISO Policy Document

We are committed to prevention of pollution and protection of the environment and recognise that this is in the best interests of the organisation, our employees and stakeholders and that it contributes to a better quality of life, now and for future generations.

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Environmental Policy Statement

Khipu Networks Board of Directors recognises the benefits of developing the business in an environmentally responsible and friendly manner, taking in to account changing environmental issues and the need for compliance with legal requirements.

We are committed to prevention of pollution and protection of the environment and recognise that this is in the best interests of the organisation, our employees and stakeholders and that it contributes to a better quality of life, now and for future generations.

We oppose waste of natural resources and make every effort to conserve resources. We place high value on encouraging our staff to operate in an environmentally friendly manner.

Our activities have an environmental impact at local, national and global levels, so we acknowledge that even small contributions to the preservation of the environment are important to pursue. We endeavour to conduct all business activities and operations in line with best environmental practice and we seek continual improvement in all group activities.

The company will achieve its goals through:

- Our aim to be efficient in our use of energy and natural resources and to reduce consumption within our offices, for instance light automatically switch off if no movement is detected. In particular we have just completed our goal to remove all inefficient CPU screens; we also now have a 99% deployment of energy efficient laptops to all staff and LED lighting.

- Our encouragement of our staff, wherever it is possible and practical, to plan their work around public transport, to share transport and to minimise use of energy intensive forms of transport. In particular, we have a policy to use video, webinar and telephone conferencing as an alternative to travel where this is feasible, to reduce carbon dioxide emissions and to use rail in preference to car or air travel, where this is practical.

- Our recycling of paper, cardboard, printer cartridges and drinks cans and generally minimising waste.

- Our recognition of our responsibility to manage redundant and obsolete equipment properly, by disposing of such to third party organisations wherever possible.

- Our encouragement of use of previously used paper within the internal operation. As a rule we are a generally paperless office with all communications via online workflow, removing any requirement for draft print outs, memo's etc.

- Our Sustainability Policy which sets out our commitment to work in a way that considers the long terms needs of all those affected by our activities, including our customers, contractors, suppliers and members of the public and will ensure the health and safety of everyone whilst minimising our impacts on the environment and providing an excellent quality of service to our stakeholders.

We include details of this policy in our induction materials, so that all new staff is aware of this policy. All staff will be reminded of this policy each time our employment handbook is updated (generally at least annually).

We will conduct periodic assessments of this environmental policy and practice and develop a plan for improvement, as appropriate.

The Chief Executive Officer has overall responsibility for ensuring that this policy is operated effectively.

All staff must be aware of their responsibility to operate within the law and to apply principles of best environmental practice.

Khipu Networks recognise that it must achieve its business objectives in a manner that reflects the changing environmental priorities of its clients and society. To develop its business, both products and services, including the manner of delivery, are guided by environmental impact criteria.

Accordingly Khipu Networks will:

1. Comply with UK legislation and other requirements of the countries within which we operate.

2. To determine all interested parties and take into accounts their requirements

3. Implement processes and controls to minimize environmental problems including those required by ISO 14001:2015

4. To identify environmental risks and implement processes and controls to minimise environmental problems to a tolerable level or transfer/avoid the risk

5. Use processes, practices and techniques to avoid, reduce and control the creation of any type of pollutant or waste, in order to reduce adverse environmental impacts

6. Procure materials and equipment that are environmentally friendly and more energy efficient than those they replace.

7. Supply products that are environmentally friendly and energy efficient wherever possible.

8. Work with our clients, suppliers and employees to conserve the natural environment.

9. Ensure that all employees are made aware of the impact of their activities on the environment

10. Provide training and support for our staff to ensure our commitments and objectives are achieved.

11. Establish and monitor our targets for environmental protection.

12. Reduce power and fuel consumption

13. Continually improve our environmental performance.

Individuals Responsibilities

Khipu personnel are responsible for:-

1. Compliance with this company policy
2. Making the directors aware of any infringement to the companies Environmental Policy.
3. Suggesting improvements.

Approved;

Chief Executive Officer
21st March 2019