



Pale Blue Dot® Recruitment Limited

Environmental Policy Statement

Pale Blue Dot® Recruitment Limited uses policies and procedures that will ensure the conservation of natural resources while minimising any adverse environmental impact from our operations, including, but not limited to, waste reduction and recycling.

We aim to review our environmental policy and procedures regularly to improve our performance and reduce any environmental impact where reasonably practical.

We demonstrate our commitment to the environment in the following ways:

- Switching off all non-critical equipment when not in use
- Preferring Low energy electrical equipment for purchase
- Setting Laptops and other electrical equipment to an optimal energy saving setting
- Where possible, re-using incoming packaging materials
- We will endeavour to perform business electronically, to reduce paper usage
- We will endeavour to purchase products that are environmentally friendly, re-usable, and recyclable and that do not damage the environment

This policy can also be found in the staff handbook

All employees are made aware of this policy and their responsibilities to this organizational commitment.

Signed:

A handwritten signature in black ink, appearing to read 'Anthony Griffin', written over a light blue circular stamp.

Anthony Griffin (Managing Director)

Date 4th July 2018