

## **Environmental and Carbon Reduction Policy**

### **Introduction**

The environment in which we work and live has never been subjected to as much change as it is now experiencing. Population growth, use of finite resources and greenhouse gas emissions from human activities are taking their toll in many ways not least of all through climate change and pollution. Unfortunately, as we see in our international work, it is often the poorest and most vulnerable communities who are hardest hit by climate change, although in recent times we've seen some extreme conditions here at home too. World temperatures continue to rise as greenhouse gas concentrations in the atmosphere increase and pollution through waste generation continues.

### **Policy statement**

CTM Systems policy statement on carbon emissions is:

There is strong consensus within the scientific community that climate change is occurring and is caused by human activity. CTM Systems is therefore taking steps to reduce its own carbon emissions. This makes good sense environmentally and economically.

### **Purpose and aim**

CTM Systems needs to balance environmental commitments with other considerations such as UK and international emergency response operations, financial constraints and response to the humanitarian imperative.

It is nonetheless our aim to ensure our environmental commitments become an integral part of our day to day activities, that we seek ways to continually improve our environmental performance and operate in a responsible manner including reducing waste and making reductions in our carbon emissions from heat, power and travel.

CTM Systems will ensure it operates within all environmental, legal and other requirements as imposed by EU and UK law and best practice.

### **Scope**

The aim of this policy is for CTM Systems to control its impact on the environment through the following objectives:

- Minimise our contribution to pollution by reducing our carbon emissions and waste together with recycling, reusing and reducing wherever possible
- Assess the adverse effects our operations/partnerships may have on the environment and seek ways to minimise them
- Introduce a procurement practice supplier selection criteria based on a minimum environmental standard
- Promote environmental awareness to all stakeholders including the induction of new staff and volunteers
- Monitor, report and reduce carbon emissions specifically from heat, power and travel

### **We will achieve the objectives through the following activities:**

- Selecting the most appropriate form of travel taking in to account carbon emissions as well as other business factors; and only travel when necessary
- Ensuring that our buildings are operated in such a manner so to optimise use and reduce emissions through control of heat and power
- Reducing waste through control of packaging for bought in goods
- Recycling all appropriate waste such as paper, card, metals and plastics

- Reducing our use of plastics
- Ensuring that the induction process for new starters contains information about this policy and obligations to adhere to it
- Challenging behaviour of colleagues who act in a manner contrary to the this policy
- Implementing a central reporting mechanism to allow senior management to be informed about environmental issues within the organisation and achievements made in mitigating the overall environmental impact
- Expanding the availability and use of new technologies to allow for changes in behaviour particularly around travel, e.g. greater use of video conferencing and expand the 'virtualisation' of IT systems
- Including in supplier selection and review criteria minimum environmental standards expected of current and future suppliers for bought in goods and services

### **Responsibilities**

All of our people are responsible for complying with this policy and supporting our efforts to minimise our impact on the environment.

Management and all those in a supervisory role have the responsibility for implementing the policy within their areas of responsibility, and should ensure that environmental issues are given adequate consideration in the planning and execution of our operations, services and programs.

### **Laws and regulations**

We will ensure we operate within all environmental, legal and other requirements as imposed by EU and UK law and best practice.

Where applicable, CTM Systems will comply with commissioners' environmental/carbon reduction polices and infinitives.

### **Review and maintenance**

This policy is reviewed annually but will be updated earlier as required.

Signed:



Managing Director  
For and on behalf of CTM Systems Limited

Date: December 2025