



**SAFETY'<sup>N</sup>  
ACTION**



## Safety 'n Action's Sustainability Project

As a company we are committed to becoming a better business for our World and Environment beginning in 2022.

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### What is Sustainability?

Sustainability is not just about renewable energy and energy efficiency.

Sustainability requires an understanding of the connections between the environment, society and the economy.

A sustainability state of mind inspires all aspects of our day-to-day lives to make a better future.



### What are we doing?

- We are building a policy / framework to provide direction and focus
- We are introducing monthly challenges with the intention of making small but worthwhile changes
- We will be looking at staff involvement through dates of interest eg. World Recycling Day
- We are starting to look at the bigger picture of how SNA & sustainability correlate



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## Safety 'n Action's Sustainability Calendar

January	Recycle bins placed at each centre for students to use - Admin desk bins removed x 30 of them	Coffee beans collected for gardens	Converting to eco friendly cleaning products	
February	Recycle bins placed at each centre for students to use	Packing tape for boxes to be enviro ones for half of the boxes	Audit on sustainability - energy efficient audit	Corporate social responsibility policy
March	Building a Waste Management Plan	Awareness to staff	Workplace Audit - walk through to see where could make changes	Event for World recyle day 18th March
April	Continuous improvement of plan ahead			Plant a tree day - 29th April
May	Volunteer programmes to be explored			
June			Pens for clients to look at enviro friendly ones- Marie looking into orders and time frames	World Environment Day – 5 June
July				Plastic Free July
August				
September				
October				
November				
December				

### What we have established is already taking place:

- Provide cups / plates to use rather than disposable – or use environmentally friendly
- Petrol cards with Z – Sustainable business
- Recycling bins – in place and being used
- Office Plants
- Reuse paper boxes for shipping on average 5 times per box
- Purchase of sustainable products - Recycled paper, fair trade coffee, cleaning products
- Majority of Purchases with OfficeMax - Sustainable business



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## Safety 'n Action's Waste Management Audit

### The purpose of a waste management audit:

- To benchmark our company's current processes & environmental impact
- To understand where the opportunities for improvement are
- Trend monitoring and development of new initiatives
- To reduce, reuse and recycle more waste, for less landfill disposal.

### How we will conduct the audit:

- Identify all items that end up as waste in each workplace area/department
- Highlight if this is a daily, weekly, monthly or quarterly waste stream
- Submit audit to \_\_\_\_\_ for company collation by \_\_\_\_\_ (Date)
- Areas with high volume will be investigated and will be potential waste saving areas

Colour code	Daily	Weekly	Monthly	Quarterly	Annually	Only when needed		
Department	Paper	Cardboard	Plastic	Wood	Metal	Organic waste	Hazardous waste	contaminated waste
1								
2								
3								
4								
5								
6								
7								

- We will do a walk through of each area to identify waste and look for improvement
- From this we will be able to build an understanding of what we can reduce, reuse and recycle
- We will then be able to start collecting figures/measurements
- This will start in Albany then filter out to other sites.