Environmental Policy

1. Purpose & Scope
This Environmental Policy sets out how Kew Computers Ltd manages and reduces environmental impact across all operations, products, and services. It applies to all employees, contractors, and activities carried out on behalf of the company.

2. Commitment from Leadership
Kew Computers Ltd is committed to conducting its business responsibly and in line with the principles of ISO-14001. Senior management takes overall responsibility for environmental performance, compliance, and continual improvement.

3. Our Environmental Objectives
We aim to:
- Reduce waste and increase recycling across all operations
- Minimise energy and resource consumption
- Reduce the environmental impact of IT equipment supply, maintenance and disposal
- Influence sustainable choices in our supply chain
- Support schools and customers in reducing their own environmental impact
- Achieve continual improvement through regular review of objectives.

4. Compliance Obligations
We will meet or exceed all applicable environmental legislation, regulations, and codes of practice relevant to our operations and the disposal of IT equipment, electrical goods, and printing consumables.

5. Environmental Aspects & Impacts
We identify the main environmental aspects of our work (including waste, transport, energy use, and product lifecycle) and take reasonable steps to reduce negative impacts. All waste printing consumables collected are sent to certified recycling partners.

6. Resource Management
We will:
- Reduce energy, fuel, and water use where practical
- Use recycled and refurbished products when suitable
- Encourage reuse and responsible disposal of IT equipment and consumables
- Choose sustainable materials and packaging where reasonable.

7. Waste Management & Recycling
- All toner/ink cartridges collected by Kew Computers are processed through approved recycling channels
- IT equipment will be handled responsibly in line with WEEE regulations

- We aim to minimise general waste and promote reuse and recycling in all operations.

8. Sustainable Procurement

Environmental performance will be considered when selecting products, services and suppliers, including energy efficiency, durability, environmental certifications and end-of-life impacts.

9. Training & Awareness

We provide appropriate information and guidance to employees and contractors to ensure they understand their environmental responsibilities and can support our objectives.

10. Communication

We communicate our environmental approach to staff, customers, suppliers, and schools. We respond appropriately to reasonable requests for environmental information.

11. Monitoring & Continuous Improvement

We monitor our environmental objectives and performance annually and update actions where required. Senior management reviews this policy each year to ensure its ongoing suitability.

12. Responsibility

Overall responsibility for environmental management lies with the company Director. Day-to-day responsibilities are carried out by all employees and contractors acting in accordance with this policy.

Approved by:
Director, Kew Computers Ltd
Date: 2025
(Reviewed annually)