



# SUSTAINABILITY POLICY 2022



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## I. Introduction

1. Warrens Bakery Ltd. acknowledges environmental health as a fundamental pillar to the well-being of our communities. The company recognises that whilst our activities might have adverse effects on the environment, actions to minimise those impacts can be taken.

2. Warrens Bakery Ltd. adheres to comply with the local environmental laws, regulations, policies, and codes of practice, as applicable.

3. Warrens Bakery Ltd. aims to make a positive contribution to our ecosystems by implementing sustainable policies and actions for environmental protection.

## II. Aims of Policy

### A. The aims of the Warrens Bakery Ltd. Sustainability Policy are:

1. To implement a practical guide aimed at environmental growth within the company.

2. To promote the importance of climate conservation, habitat restoration and improved management of land, natural resources, and waste.

3. To provide educational training to staff and community on sustainable practices.

4. To minimise any work-related activity that has an adverse effect on the environment.

5. To promote a sustainable development by adapting cost-effective alternatives and by following a part of Circular Economy etiquette

### III. List of Policies

#### A. Climate change

- (1) Promote good practice on electrical saving, by encouraging staff to:
  - (a) Switch off electrical appliances and lights when not in use
  - (b) Close windows and doors when heating/air conditioning system is on
  - (c) Minimise use of electrical heaters and fans
  - (d) Replace light bulbs to LED, where applicable
  - (e) Consider switching to 100% renewable energy on company premises
  - (f) Consider investing in electrical vehicles
- (2) Introduce phased fleet policy for company's staff
- (3) Introduce climate change solutions
- (4) Adhere to measure Carbon Footprint over time
- (5) Introduce phased carbon offsetting projects

#### B. Nature and wildlife

- (1) The company adheres to promote environmental growth by:
  - (a) Encouraging staff and customers to protect and advocate habitat conservation
  - (b) Support conservational projects, such as forests and coastal regeneration
  - (c) Advocate on protection of biodiversity
  - (d) Introducing educational and environmental growth activities, as appropriate
  - (e) Phased introduction of food waste policies that would not interfere with local wildlife, moreover, would have regulations in place that implements means of protection, in the future

## C. Sustainable Travel

- (1) The company will:
  - (a) Encourage and support modern working practices, such as remote working, amongst staff
  - (b) Encourage staff to share means of travel, where possible, in cases of long journeys made on company business
  - (c) Promote cycling policy, public transport, and fleet policy
  - (d) Pursue investment in company electric powered vehicles

## D. Water Management

- (1) The company adheres to responsible water management throughout the company's operational units by:
  - (a) Training staff on water-efficiency usage and proper material disposal in wastewater
  - (b) Promoting water consumption reduction schemes and means, such as introducing water saving taps, where possible

## E. Responsible and sustainable procurement

- (1) The company will:
  - (a) Adhere to a phased introduction of sustainable procurement policy where materials and services are sourced locally, so long as the requirements for value for money and quality are met
  - (b) Ensure consumables, such as cleaning products, on company premises are eco-friendly

- (c) Promote local procurement and consumption of goods within the company to encourage local suppliers and push for circular economy

## F. Energy Use

- (1) The company will:
  - (a) Monitor energy consumption for cost-saving and sustainable purposes
  - (b) Produce an energy use reduction plan
  - (c) Consider energy procurement from sustainable sources, where applicable
  - (d) Promote energy use reduction practices within the company and community and use of renewable energy

## G. Waste and Recycling

- (1) The company will:
  - (a) Adhere to local waste policies
  - (b) Maintain waste to a minimum through:
    - (i) End Of Day Discounting
    - (ii) [Too Good To Go Scheme](#)
  - (c) Establish proper waste sorting, storing, and disposing of practices
  - (d) Recycle all recyclable waste on company premises
  - (e) Invest in recyclable, compostable, and recycled products
  - (f) Reduce non-recyclable items use on company premises
  - (g) Train staff on appropriate recycling practices
  - (h) Minimise pollution and prevent where possible
  - (i) Reduce paper consumption on company premises, where possible

## H. Waste Disposal

- (1) The opening checks are to be used and form part of the Diary monitoring and shall be completed daily
- (2) The company will adhere to the following as Closing Checks:
  - (a) Remove waste from internal bins
  - (b) Replace bin liners
  - (c) Check that external bin lids are properly closed
  - (d) Ensure external waste area is clean and tidy
- (3) The company will adhere to the following as Refuse and Waste in the Kitchen policy:
  - (a) Refuse and waste will be stored and disposed of properly if food contamination is to be avoided
  - (b) A waste contract will be in place with a licensed contractor
  - (c) Adequate waste storage will be provided in each store to allow storage of waste until collection
  - (d) Each shop will have a designated area for this to be stored
  - (e) Waste will be removed regularly during working hours as and when required and will be placed in the outside bins
  - (f) Purpose lidded bins, with black bin liners in them, will be used to store waste; The types of bins present will be based on the potential for cross contamination
  - (g) The black bin liners will not be overfilled, be sealed properly, and disposed of in outside bins or skips
  - (h) Hands will be washed after handling waste and single use aprons used
  - (i) The waste bins, lids, etc., will be cleaned and disinfected to reduce the accumulation of bacteria and odour

- (j) Any broken glass/crockery will be placed in a sealed plastic container before being placed in the bin
  - (k) When waste levels increase and there are not enough bins, this will be reported to the Area Manager who will arrange for extra bins to be provided and/or for extra collections
- (4) The company will adhere to the following as External Waste Areas policy:
- (a) Bins will be kept in a secure location, away from the food delivery area and in an accessible location, so that the refuse collectors can get to them easily
  - (b) Warrens Bakery Ltd. employs a licensed, commercial waste collector
  - (c) A copy of the waste license will be kept by the QA Manager
  - (d) Recycling waste will be kept separate from food waste and will be kept in a tidy manner
  - (e) The hard standing for the bins will be swept and cleaned weekly
  - (f) The area will be included in the Pest Control contract
  - (g) Spillages will be cleaned up as soon as they happen

#### IV. Review

This policy will be subject to annual review to ensure that it carries on portraying values, goals, and aims of Warrens Bakery Ltd., with focus on promoting environmental protection and improvement throughout the company's operations.