

## Environmental Policy

Big Sky Print Ltd is a small print and design company operating from Findhorn in Morayshire, Scotland. This policy states our commitment to minimise as far as possible any impacts on the environment from all aspects relating to our design and print service through utilising an in-house environmental management system. This is based on the requirements of the international standard ISO 14001:2004. This will cover all activities of the business categorised as office use/admin, design all stages of the printing process, print finishing, procurement and delivery.

The operation of Big Sky Print in an ethical and ecologically responsible manner is a conscious decision to move in this direction from its director Howard Anstruther. Responsibility for maintaining the Environmental Management System is also delegated to all employees, who are made aware of this policy.

In order to minimise environmental impact as far as possible we will annually review our activities and identify potential impacts. These will then be targeted for improvement through the setting of annual objectives and targets. Big Sky Print will ensure that all necessary resources (within reason), both in terms of financial investment and staff time, will be allocated to ensure the annual objectives and targets set out within our environmental management system are achieved. Should additional training be required to make this possible it will be implemented.

Progress made towards objectives and targets will be measured through a collection of data (where possible) and the review process detailed within our environmental management system.

This is considered an ongoing process in accordance with our fundamental objective to seek continual improvement in environmental performance. In order to ensure the environmental management system is continually effective it will be subject to internal audits and management scrutiny.

Furthermore we will continually seek out improvements, where feasible within our processes which will reduce environmental impact and prevent pollution.

This policy is communicated to staff, customers and all relevant stakeholders.

**Howard Anstruther**  
**Director**