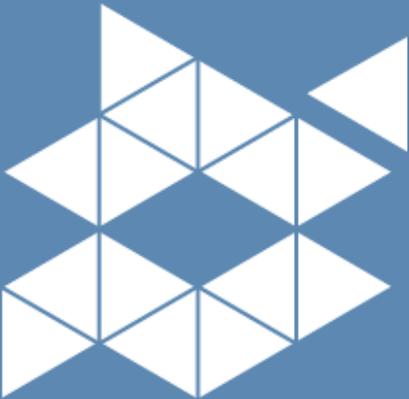




ENVIRONMENTAL POLICY

February 2016



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1.0 Policy Statement

This version of the Energy Action Environmental Policy is effective from February 2016.

Energy Action Ltd is committed to environmental best practice, and to the continual improvement of its environmental performance, recognising its obligations both locally and globally, to the present and succeeding generations. Energy Action aims to lead in defining best environmental practice, and will set its own demanding standards where none exist.

Energy Action is committed to implementing the requirements of all applicable Commonwealth, State and local environmental legislation and regulations and, where possible, exceeding any relevant minimum requirements.

Energy Action aims to raise the environmental awareness of the public, governments, industry, and the general community by promoting the concept of ecological sustainability and by openly recognising the ongoing need to move toward an ecologically sustainable future.

2.0 Policy Objectives

Energy Action's environmental policy objectives are to:

1. Raise awareness within the company and wider community of environmental issues:
2. Focus on waste avoidance, waste reduction, re-use and recycling:
3. Reduce its operational environmental impacts

3.0 Achievement of Policy Objectives

Energy Action is currently achieving or moving towards its policy objectives through the following suite of actions.

3.1 Raising Company Awareness – Footprint Auditing

As an overall approach to managing sustainability within the company it is intended to assess the company's carbon footprint following the processes for the National Greenhouse and Energy Reporting Scheme (NGERS).

This methodology will be used to inform the company as to the size and nature of its environmental impact and allow strategies to be developed to reduce its footprint in logical and effective ways.

3.2 Waste Reduction

Energy Action will reduce its footprint through a waste reduction policy. Actions include:

- Focus on waste avoidance, waste reduction, re-use and recycling:
 - maximise the use of all resources and minimise waste. If draft printing is necessary, it should be printed 2-Up double-sided.
 - Paper used for normal printing is 100% recycled
 - All office waste is recycled where possible
 - Shredded paper waste is recycled.

- Electronic waste is destroyed responsibly in line with the ICT Hardware & Software Management Policy, February 2016;
- When services, materials, equipment or energy are purchased, preference will be given to items produced in ways which cause least harm to the environment, and which generate fewest waste materials. Equipment designed for 'repair-ability' rather than planned obsolescence will be favoured. Other things being equal, preference will be given to local suppliers or sub-contractors so as to promote links with the community and to reduce transport needs.

3.3 Operational Impact

As indicated above Energy Action intends to monitor the environmental impact of its operations. Some of the actions already in place or being explored are as follows:

- Reduce its environmental impacts:
 - Encourage staff to use environmentally- friendly means of transport to and from the office, and to and from meetings and site visits; use of teleconferencing and video conferencing encouraged where appropriate..
 - Carbon offsets will be used to offset all flights and any other significant environmental impacts that can not be avoided, with the intent of achieving a zero CO₂ balance
 - From July 2016, all electricity purchased will be 100% GreenPower
 - Electricity usage in each major office (Sydney, Parramatta Canberra and Melbourne) will be monitored from June 2016 onwards;
 - Undertake NABERS tenancy ratings of each major office (Sydney, Parramatta, Canberra and Melbourne) each year. A target of 5 stars NABER Tenancy without allowance for Green Power will be adopted.
 - Become members of CitySwitch with respect to each major office and fully meet associated obligations
 - Where lighting systems are being refurbished or an economic case can be made with a payback within lease expiry, office lighting systems will be upgraded to best practice in terms of lighting power density and control.
 - Use of laptop computers is preferred. Where desktop computers are used they shall be vetted for power consumption within the procurement process, and shall be Energy Star compliant.
 - Office equipment is switched off when not in use apart from servers and some printers
 - All white goods are 4 star +
 - All computers are configured for power savings option

4.0 Review

This Policy will be reviewed annually to ensure that it complies with the objectives of the relevant legislation and remains effective for Energy Action. This Policy may be changed at any time, at the discretion of the Energy Action Board.