



## **Environmental Policy of Total Resource Solutions (TRS)**

### **1. Environmental Awareness**

1.1. We see protecting the environment as part of our core values. In taking measures such as those outlined below, we aim to continue to reduce our environmental footprint. Care for the environment is one of our key responsibilities. We aim to inspire our staff, vendors and clients to do the same.

### **2. In this policy, Total Resource Solutions (TRS) commits to:**

- 2.1. Understanding and managing our environmental risks with the goal of minimising or eliminating those risks
- 2.2. Ensuring the environment is considered in our investment and corporate strategies, procurement and the products and services we offer
- 2.3. Actively working to minimise pollution, manage waste streams and address relevant biodiversity issues
- 2.4. Engaging with our customers, employees and shareholder on environmental issues and transparently reporting on our environmental performance
- 2.5. Complying with all applicable legal and regulatory requirements

### **3. Our Policy**

- 3.1. Our environmental policy reflects our commitment to environmental sustainability and our precautionary approach. It also demonstrates our awareness that our actions are important for our clients, our employees and our business performance. Our policy is aimed at practical solutions which can be implemented by all employees and employers.
- 3.2. Electrical equipment: all equipment should be powered down at the end of the day, and energy savings modes be enabled on relevant computers and devices
- 3.3. Water saving: when using the dishwasher, 'eco' mode is to be used. Any showers had on site should be a maximum of 4 minutes in line with Sydney Water guidelines. TRS uses water-efficient faucets and toilets.
- 3.4. Waste reduction: We have a 'no print unless essential' policy, where possible all of our correspondence is on email and in shared docs, we use online signing services to reduce the need to print and use paper. We developed an inhouse recycling program for fluorescent light-bulbs, e-waste, paper products and supplies, we use a waste



management vendor to assist with this.

3.5. Energy Efficiency: We have converted to using energy-efficient faucets, toilets, and lighting, we only purchase energy efficient products.

3.6. Green products: We strive to use green cleaning and non chemical products, while our cleaning is outsourced we do insist on the use of these products.

#### **4. Idea facilitation**

TRS is dedicated to continually improving our carbon footprint and encourages all TRS staff to play an active role with this. We partner with our employees and solicit ideas from them, through this collaboration, as a company we all switched to using keep cups for our morning coffee run.