

## The JGA Group Environmental and Sustainability Policy

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**For use with GLA Adult Education Budget contract with ESF matched funding and ESF Contracts, ESFA Procured adult education, Adult Learner Loans and ESFA Skills and education contract**

It is the policy of The JGA Group to maintain an environmental system designed to meet the requirements of ISO 14001:2015 in pursuit of its primary objectives, the purpose and the context of the organisation.

It is the policy of The JGA Group to:

- strive to satisfy the requirements of all of our customers, stakeholders and interested parties whenever possible, meeting and exceeding their expectations;
- comply with all compliance obligations, codes of practice and all other requirements applicable to our activities including the nature, scale and environmental impacts of its activities, products and services;
- the reduction of hazards, prevention of injury, ill health, protection of the environment, including prevention of pollution, sustainable resource use, climate change mitigation and adaptation, the protection of biodiversity and ecosystems and any other specific commitments which are relevant to the context of the organisation;
- provide all the resources of equipment, trained and competent staff and any other requirements to enable these objectives to be met;
- ensure that all employees are made aware of their individual obligations in respect of this environmental policy;
- maintain a management system that will achieve these objectives and seek continual improvement in the effectiveness and performance of our management system based on "risk".

This environmental policy provides a framework for setting, monitoring, reviewing and achieving our objectives, programmes and targets.

Customer service is an essential part of the environmental process and to ensure this is fulfilled, all employees receive training to ensure awareness and understanding of the environment and its impact of the products or service in which we provide.

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To ensure the company maintains its awareness for continuous improvement, the environmental system is regularly reviewed by “Senior Management” to ensure it remains appropriate and suitable to our business. The Environmental System is subject to both internal and external annual audits.

Policy Issued	December 2017
Version Number	V11
Last Review	January 2024
Next Review	January 2025
Policy Owner	Susan Prestridge, Operations Director

A handwritten signature in black ink, appearing to read 'S. Prestridge', is positioned above the title 'Managing Director'.

Managing Director

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## **ENVIRONMENTAL OBJECTIVES**

We aim to provide a professional and ethical service to our clients. In order to demonstrate our intentions, Our Management Team will analyse customer feedback data, internal performance data, external environmental performance, financial performance data and business performance data to ensure that our Environmental Objectives are being met.

We have identified the following Environmental Objectives in accordance with SMART (SMART – Specific, Measurable, Achievable, Realistic and Timed)

- We will endeavour to deliver our services to specification, on time and to the price agreed. This will be measured by looking at client feedback, project statistics and contract values.
- We will comply with all compliance obligations, codes of practice and all other requirements applicable to our activities including the nature, scale and environmental impacts of its activities, products and services

This is measured by Management Compliance Reviews as part of Senior Management meetings as well as other relevant key performance indicators such as resource usage.

- Commit to adopting a Carbon Reduction Plan as required by the central government public procurement.
- We will ensure that the reduction of hazards, prevention of injury, ill health, protection of the environment, including prevention of pollution, sustainable resource use, climate change mitigation and adaptation, the protection of biodiversity and ecosystems are measured and acted upon accordingly. Looking into resource use and modes of transport and levels of recycling – cloud based aiming to maintain paperless.

This is measured by monitoring and measuring JGA's impact to the environment which includes key performance these have been identified as monitoring use of resources, ensuring as many staff as possible use public transport to travel to and from the office as possible and drive to maintain JGA as a paperless organization.