

ENVIRONMENTAL MANAGEMENT POLICY

Issue: 11

Date: November 2016

Optima specialise in office fit out and structural architectural glazing projects. As a matter of policy we will develop, operate and maintain our business with due regard to the environment. We will always seek to comply with applicable statutory requirements, and will integrate positive environmental management throughout the business. We will strive to continually improve our environmental performance to meet the following objectives.

- To identify and eliminate the threat of any contamination to the environment.
- Where the possibility of a pollution threat cannot be eliminated, to monitor and control such a situation.
- To support the Considerate Constructors Scheme, Supply Chain Sustainability School or equivalent initiatives.
- To be a good neighbour and take measures to control noise pollution.
- To minimise the use of utilities and materials, and promote the use of recycled materials whenever possible.
- To minimise the amount of waste generated by our operations and ensure that materials are reused or recycled where practicable, or disposed of in a responsible manner.
- To maximise the utilisation of sustainable materials and technologies.
- To work with designers and clients to encourage the design and construction of more environmentally friendly buildings.
- To develop selection criteria for our suppliers which have due regard to their environmental performance and procedures.
- To update our environmental management system (currently certified to ISO14001:2004) to comply with the requirements of ISO14001:2015 for recertification by end 2017.
- To make this policy available to the public and any other interested party.
- To continue to comply with applicable legal requirements and with other requirements to which the organisation subscribes which relate to its environmental aspects.

Signed:

A handwritten signature in black ink, appearing to be the initials "MJD" in a stylized, cursive script.

Date: 17th November 2016

Group CEO