

POLICY

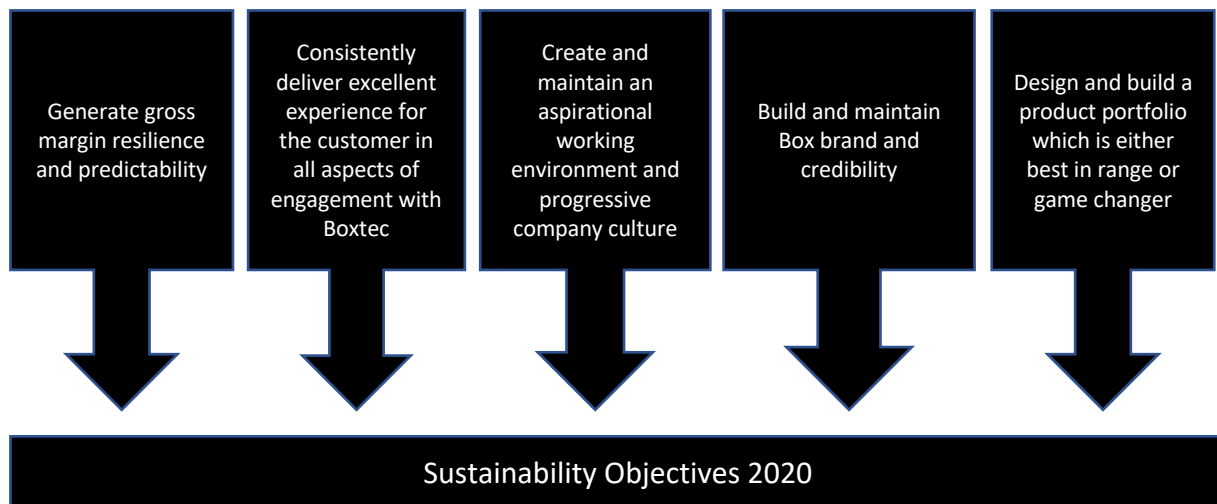
BT-PCY-21

Sustainability Policy

Overview

We are committed to sustainable development (meeting the needs of the present without compromising the ability of future generations to meet their own needs) as a guiding principle within our work. Concern for the environment is an integral and fundamental part of this commitment. Our aim is to reduce the impact on the environment from our operations.

Structure



Profit

Focus on positive financial & social outcomes

Inform our customers of the functional, environmental and safe production of our products

Invest in development of new product that will improve quality and sustainability to our customers environments

People

Ensure processes, procedure and policy is communicated effectively

Provide training in an effective manner

Promote employee well-being through policy and management communication

Communicate cultural values

Develop a vibrant and intuitive company culture through focus groups

Planet

Identify local opportunities for improving our environment and engage in local community clubs and events

Reduce waste of natural resources by all our interested parties

Actively seek to reduce emissions within our supply chain

Ensure legal compliance in the guidelines in use of chemicals and safety in our supply chain eg RoHS2, CE

Communicate and reward initiatives internally that contribute to improve recycling

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Continuous Improvements & Activity

- Cultural Committee Monthly meetings
Nominated representatives from each department
- Vending Machines Replace with free tea & coffee jars Eliminate plastic single-use cups
- Recycling Provide new multi-drop bins for card, glass & plastics
- Business Travel Deploy MS Teams through Office365 to provide remote the opportunity to reduce business travel to internal & external meetings
Increase communication to promote cycle-to-work and car share schemes
- Staff Welfare Flexible working to support life-style requirements
Holiday Bonus Schemes
Remote Working Policy
- Social Activity Arrangement of two company-wide social events held at local leisure facilities
Managers empowered to arrange team-building activity
- Manufacturing Practices Flytech RoHS2 documentation & procedures

Supporting Local Community

- Thame Tree Plant 2020 - Sponsorship & volunteers offered to purchase trees & protective fencing
- Chinnor Rugby Club - Annual sponsorship of club & attendance at matches
- Local Schools - regular sponsorship and attendance and support at Recruitment events
- Local Small Business - catering, stationery, hotels, cleaners, restaurants' are selected over large

Supply Chain Logistics

- Imports - Promote sea freight shipment as most sustainable option to customers
- Exports - Reduce multiple consignments to single-point end users by 25% through consolidation activity
- Vendors - Review partner logistics company Sustainability & Environmental Policy at annual supplier reviews.
- Costs - Reduce inbound & outbound logistics costs through consolidation and improved charging structures.

Recycling & Waste Reduction

- Cardboard & Paper - 100% recycled – year on year
- Paperless Office Environment
- Hardware - 100% secure & environment disposal of removed SSD/HDD 's
- WEEE Disposal measured at 13 tonnes – 2019
- Packaging - Work with supply chain to identify & implement non-recyclable packaging reduction by at least 10%
- Improve process for weighing of packaging