



Sustainability Policy

Sustainability is core to all of Cordie's business activities in meeting our needs for today without compromising any future needs. It covers our environmental, social, ethical and economic responsibilities to our business and our staff, as well as those to each of our stakeholders. This policy applies to all of Cordie's business activities and operating divisions and has the full support of our senior management.

Cordie Ltd promotes sustainability and recognises that it has a responsibility to the environment and our society beyond purely the legal and regulatory minimum requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods, with regular review points. We encourage customers, suppliers and other stakeholders to do the same. Similarly, we are committed to supporting the welfare of the society we operate in, including those of our staff and our local community.

We endeavour to:

- Help protect and enhance the environment in order to prevent habitat and biodiversity loss, combat climate change and prevent the pollution of land, water and air
- Comply with and exceed where practicable, all relevant legal and regulatory requirements
- Reduce our carbon footprint wherever practicably possible
- Continually improve and reduce environmental and societal impacts while maintaining our economic viability
- Incorporate sustainability considerations into business decisions
- Increase employee awareness and training of sustainability-related issues
- Promote ethical, environmental and socially-acceptable business practices among our operations and that of our supply chain
- Make clients, students, apprentices, staff, Associates and suppliers aware of our Sustainability Policy, and encourage them to adopt sound sustainable management practices.



Unit A1, Aerodrome Studios, 2-8 Airfield Way, Christchurch, Dorset, BH23 3TS

www.cordie.co.uk 01425 200171

Last Review Date: 19/05/23

Next Review Date: 19/05/24



In order to put these principles into practice we will:

- Avoid physically travelling to meetings where alternative methods are feasible, available and practical such as using teleconferencing and online video conferencing platforms, and where these alternatives will not compromise the achievement of positive relationships and quality outcomes for clients, learners and other key stakeholders.
- Reduce the need for our staff to travel by supporting alternative working arrangements conducive to our operations, including remote working.
- Minimise our use of paper and other office consumables by providing and encouraging the adoption of electronic training materials by clients, students and apprentices; the issue of and acceptance of electronic-based invoicing; double-siding all paper used when printing, recycling paper whenever possible and generally identifying opportunities to reduce waste.
- Reduce the purchasing of new office equipment by repairing or reusing existing products, where practical and economically viable.
- Reduce our energy consumption through good housekeeping.
- Specify products which are made from recycled materials; can be recycled or reused; operated in an energy efficient manner; and cause minimal damage to the environment in their production, distribution, use and disposal, as long as the requirements of value for money and quality are met.
- Apply suitable due diligence to all purchases and subcontracting arrangements in order to prohibit modern slavery, discrimination and any other unethical practices.
- Always pay our staff, associates and contractors above the living wage.

In our wider stakeholder community, we will:

- Work with our suppliers and service providers to help them improve their environmental, social and ethical performance and ensure that, when working for us, they adopt equivalent sustainability standards
- Only use licensed and appropriate organisations for the disposal of waste.



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We will ensure that all our operations and activities carried out on our behalf comply with or exceed all statutory environmental, social and ethical requirements. All employees have a responsibility in their area to ensure that the aims and objectives of the policy are met. This policy applies to all the operating divisions of Cordie Ltd. We reserve the right to amend the Sustainability Policy from time to time. Thank you for your commitment to this policy.

Andrea Reynolds
Managing Director, Cordie Ltd



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