

EMS 1 – Environmental Policy

Version 4 (January 2021)

Review: November 2021

Ashridge House, part of EF Corporate Education Ltd is a centre for management and organisational learning. Our vision is to make a substantial contribution to the development of managers, their organisations, and by so doing, to society at large. Our policy covers the hosting of executive education, conference and event services, including the catering, accommodation, transport, grounds and leisure facilities at Ashridge House on the Ashridge Estate, Berkhamsted, with the aim of preserving Ashridge House and Gardens for the benefit of the nation.

We, the Ashridge community, seek excellence in every aspect of our work and we are committed to playing our part in a wider transitioning to an environmental society by considering the principles of effective environmental and sustainable development in our education, consulting and research and seeking to conduct our own operations sustainably.

Our commitment is to:

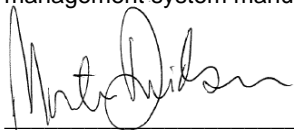
- Ensure our education, consulting and research work is consistent with the principles of sustainable development and responsible business practice.
- Continuously improve our environmental management system to enhance our performance
- Reduce our consumption of resources and improve the efficient use of those resources.
- Integrate recognised environmental management best practice into our operations, managing operations to prevent pollution and protect the environment.
- Sustain, protect and improve the natural and built environment of the Ashridge estate.
- Manage waste generated from our operations according to the waste hierarchy principles of reduction, re-use and recycling.
- Give due consideration to sustainability and environmental issues in the design, refurbishment and use of buildings.
- Ensure societal and environmental, including climate change and energy efficiency, criteria are considered in the procurement of goods and services.
- Measure and act to reduce the carbon footprint of our activities.
- Comply as a minimum with all relevant environmental legislation as well as other compliance obligations.
- Ensure the availability of information and of necessary resources to achieve objectives and targets.
- Obtain and maintain our certification to ISO 14001:2015 through rigorous monitoring and review of our performance.

To meet our commitments, we will:

- Provide top management commitment and advocacy to the environment and sustainability.
- Provide senior management with oversight and review of environmental policies and performance and allocate resources for their effective direction and implementation.
- Set and monitor key objectives and targets for managing our environmental performance at least annually.
- Communicate internally and externally our environmental policy and performance on a regular basis, to all levels of the organisation, and encourage feedback.
- Communicate the importance of environmental issues to staff.
- Work together with our staff, visitors and suppliers to promote continual improvement.
- Promote appropriate consideration of environmental development and responsible business practice in the research, education and consulting services we provide to our clients.
- Ensure the policy remains appropriate to the purpose and context of our organisation
- Review our environmental policy annually.

This statement represents our general position on sustainability issues, and the policies and practices we will apply in conducting our business. The environmental policy is accessible via the Ashridge intranet and to other interested parties via our website (www.ashridgehouse.org.uk/sustainability) and on request.

Top management is accountable for the implementation of this policy. Responsibility for the implementation of this policy is shared across all members of staff at Ashridge. Specific responsibilities for certain job roles are articulated in the environmental management system manual.



Morten Davidsen
Vice President Operations
12/01/2021

EFFECTS & ACTIONS OF NON-CONFORMANCE:

How could you or Ashridge be affected by deviating from the environmental policy or EMS procedures?

- Negative environmental impacts
- Breach of legal compliance
- Non-compliance with ISO 14001:2015 standard

Note: Once printed, this document is uncontrolled. See EMS Intranet for latest version.

| Version | Reason for Change | Approved by | Date |
|---------|--|-------------------|------------|
| 1.0 | New SMS 1 Version Produced. Amendments from EMS 1 include: Revised to include ISO 50001 commitments and the integrated SMS, specifically including a commitment to continually improve energy performance, and commitment to ensure information and resources are made available to achieve objectives and targets related to 50001. | Kai Peters | 30/03/2015 |
| 1.1 | Revised to remove reference to 'other requirements' and mention of specific job roles such as chief executive and chief operations officer and Ashridge leadership team which no longer exist. Signed off by new top management rep Jason Cassidy as well as Kai Peters. | Jason Cassidy | 17/08/2015 |
| 2.0 | Removed Kai Peters signature as he no longer works at Ashridge. Jason is now sole top management. Jason re-approved and signed. | Jason Cassidy | 06/06/2016 |
| 2.1 | Rebecca Churchill is the new top management, as Jason has moved roles. Amended wording to include the scope and specifically protecting the environment to conform with ISO 14001:2015 requirements | Rebecca Churchill | 13/01/2017 |
| 2.2 | Added our commitment to the performance of the SMS, and that it is appropriate to the context of the organisation. | Becca Brown | July 2017 |
| 2.3 | Mark Coleman replaced Rebecca Churchill as the signatory of the policy. | Mark Coleman | 8.11.17 |
| 3.0 | Sarah Moore is now Health, safety & environmental manager for Ashridge and thus the competent person, with Peter Hatherly supporting whilst Rebecca Brown is on Maternity leave. Policy renamed EMS 1 as 50001 certification removed. ESOS compliance will replace 50001 | Sarah Moore | 09.07.18 |
| 3.1 | Reviewed June 2019 but no changes made, so same version kept, changed review date to 2020 | Becca Brown | 16/06/2019 |
| 3.2 | Morten Davidsen replaces Anders Ljungdahl as the signatory of the Policy | Anders Ljungdahl | 07/01/2019 |
| 3.3 | Included the new business name EF Corporate Education Ltd | Morten Davidsen | 11/11/2020 |
| 4.0 | Amended wording which references EF and the scope from 'provision of exec ed...' to 'hosting of exec ed...' | Morten Davidsen | 12/01/2021 |