



GFI Environmental Policy

The GFI Green Business Commitment

We do not pay lip service to green issues - we care passionately about the environment and do our very best at all times to deliver truly eco-friendly green office services.

GFI has an environmental policy which covers our office and the way we do business.

We are always striving to enhance and expand on this policy.

GFI Policy Statement

Use of Paper

- We aim to make sure that , wherever possible, all paper, board and packaging used meets our stringent environmental specifications and as a minimum these materials are ECF or TCF - Elementally or Totally Chlorine Free - which is the kindest way to bleach the pulp.
- We actively encourage and promote the use of FSC Certified Paper, 100% Recycled Paper or paper containing an element of recycled fibre.
- Our website products, business cards and leaflets are printed on FSC Papers or 100% Recycled Paper or card.

Reducing or Avoiding the use of Chemicals

- We use an inert water based corrector
- We use biodegradable cleaning materials

Reducing and Recycling Waste

- We will continue to seek ways to reduce waste.
- We segregate, re-use and recycle the waste unavoidably produced in the course of our work.
- We invest in IT equipment which is more efficient and less wasteful of materials in the first place.

Energy Consumption

- Equipment is chosen to be more efficient - faster setup and running speeds ensure more output per Kw of electricity used.
- We use a green energy supplier

Green Office at GFI

- We print double sided in the office where possible.
- We print in black and white
- All light bulbs used are of the energy saving type.

- We switch off lights when they are not needed.
- Computers and monitors are turned off when not in use.
- Where possible our toner cartridges are recycled
- Our Company Stationery is printed on Recycled Paper and marketing materials including our own full colour Leaflets are printed on recycled or FSC Certified Paper.
- We use Business Cards printed on recycled card and display the FSC 100% recycled logo on the reverse.
- Office waste paper is segregated and collected for recycling along with our production waste paper.
- Online selling rather than reliance on a sales force reduces energy and resources consumption dramatically.
- Our tea bags and coffee are from fair trade sources.
- We use email where possible to communicate rather than fax or letter.
- We do not print documents unless absolutely necessary.
- We use video conferencing where it is feasible and sensible.
- We try not to use plastic or paper cups.
- We sponsor or support local environmental initiatives.
- We are signed up to our local authority or business enterprise scheme for recycling, re-using and efficiency.
- We have appointed a member of staff who is enthusiastic about green issues as the company "green champion".
- We will encourage further environmental improvements

The Green Business Opportunity

Commitment

We do not pay lip service to green issues - we care passionately about the environment and do our very best at all times to deliver truly eco-friendly green office services.

Date:policy updated February 2018.

Signature:



Managing Director, Going For Independence CIC