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Detectamet Ltd environmental main aims are as follows:

- to minimise the use of non-renewable and environmentally-damaging resources
- to source products and raw materials from environmentally friendly and sustainable source
- to maximise recycling in all areas of the company
- to increase awareness of environmental issue amongst staff, suppliers and customers
- to cut down on all consumable waste and enable the company to run more efficiently
- to encourage our staff and customers to develop good habits
- to encourage an awareness of the wider environment

To achieve these aims we will regularly review our policy and procedures in all areas of the company and at all manufacturing sites.

Food

- All packaging to be placed in the appropriate recycling bin
- Use local suppliers and produce to minimize pollution

Paper

- Staff are asked to use the paper bins to recycle all paper.
- Staff are asked not to print documents or websites unless it is absolutely necessary.
- Staff, Customers and Suppliers are asked to use e-mail wherever possible avoiding copying paper, to colleagues, students or parents.
- Use scrap paper for notes
- Shredded paper to be used for packaging
- To use the Switch2Stitch Campaign as launched by Detectamet Ltd instead of staples (allowing for easy shredding of documents and reducing metal in landfill)

Plastic

- To make new products with recycled materials using the waste material from our manufactured plastic

Packaging

- Shredded paper to be used for packaging
- To use minimal packaging and recyclable materials (boxes etc) where ever possible

Computers:

- Staff are asked to ensure that all machinery, computers, screens, printers and cameras and other electrical equipment can be turned off after their last use of the day.
- Recycle ink cartridges via RNIB
- Staff will not print off unnecessary documents

Lighting/heating:

- Staff are asked to turn off lights whenever they are not being used.
- Use energy efficient light bulbs
- Turn the heating down one degree and use timers
- Use rechargeable batteries
- Consider using solar energy for future premises and to implement in current premises if suitable

Outdoors

- Encourage staff to place all litter in the bins
- Encourage staff to use designated smoking area

Transport

- Not make unnecessary journey's in the company vehicles
- Use local suppliers
- Share lifts to and from work
- Use international travel only when necessary
- Use only reputable carrier companies who have Environmental Policies in place and review regularly

Other commitments

- To ensure that all the staff have a broad understanding of environmental issues.
- To raise awareness of our policies to all visitors, staff, suppliers and customers and parent's through posters and campaigns.
- To support charitable organisations and other campaigns to support & raise awareness of environmental issues

Currently we are supporting:

Switch2Stitch - <http://www.detectamet.com/detectamet-stationery-stapless-stapler.htm>

Elephant Parade - <http://www.elephantparadelondon.org/>

RNIB – [http:// www.recyclingappeal.com](http://www.recyclingappeal.com)