

## Policy: Environmental Policy

<b>Policy No.</b> POL_UK_HSEV-V3	<b>Authorisation Date</b> May 2026	<b>Next Review Date</b> May 2027
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### 1. Mission Statement

KB Packaging (UK) LLP ("the company") recognises that it has a responsibility to the environment beyond legal and regulatory requirements. The company is committed to reducing its environmental impact and continually improving its environmental performance as an integral part of its business strategy and operating methods, with regular review points. The company will encourage customers, suppliers, and other stakeholders to do the same.

### 2. Scope

This policy applies to all activities, sites, employees, contractors, and suppliers of KB Packaging (UK) LLP. It covers the procurement, storage, distribution, and disposal of materials used in the course of the company's operations.

### 3. Responsibility

The Managing Director is responsible for ensuring that the environmental policy is implemented across the company. All employees have a responsibility within their own area of work to ensure that the aims and objectives of this policy are met.

### 4. Policy Aims

The company endeavours to:

- Comply with and exceed all relevant regulatory requirements.
- Continually improve and monitor environmental performance.
- Continually improve and reduce environmental impacts.
- Incorporate environmental factors into business decisions.
- Increase employee awareness and training.

### 5. Paper

- The company will minimise the use of paper in the office and use electronic storage where possible.
- The company will reduce packaging as much as possible by re-using packaging where practically possible.
- The company will seek to buy recycled and recyclable paper products for packaging.
- The company will reuse and recycle all paper where possible.

### 6. Energy and Water

- The company will seek to reduce the amount of energy used as much as possible.
- Lights and electrical equipment will be switched off when not in use.
- Heating will be adjusted with energy consumption in mind.
- The energy consumption and efficiency of new products will be taken into account when purchasing.

### 7. Office Supplies

- The company will evaluate if a need can be met in another way before purchasing.

- The company will evaluate if renting or sharing is an option before purchasing equipment.
- The company will evaluate the environmental impact of any new products it intends to purchase.
- The company will favour more environmentally friendly and efficient products wherever possible.
- The company will reuse and recycle everything it is able to.

## 8. Transportation

- The company will reduce the need to travel, restricting trips to those that are necessary. Sales representatives will plan road routes using a route planner.
- The company will promote the use of travel alternatives such as e-mail or video and phone conferencing.
- The company will make additional efforts to accommodate the needs of employees using public transport or bicycles. Extra attention will be paid to travel arrangements in London.
- The company will favour 'green' vehicles and maintain them rigorously to ensure ongoing efficiency.

## 9. Maintenance and Cleaning

- Cleaning materials used will be as environmentally friendly as possible and will use refillable containers where possible.
- Materials used in office refurbishment will be as environmentally friendly as possible.
- The company will only use licensed and appropriate organisations to dispose of waste.

## 10. Monitoring and Improvement

- The company will comply with and exceed all relevant regulatory requirements.
- The company will continually improve and monitor environmental performance.
- The company will continually improve and reduce environmental impacts.
- The company will incorporate environmental factors into business decisions.
- The company will increase employee awareness through training.
- The company will review this policy on a quarterly basis for continual improvement in its management meetings.

## 11. Culture

- The company will involve staff in the implementation of this policy, for greater commitment and improved performance.
- The company will update this policy at least once annually in consultation with staff and other stakeholders where necessary.
- The company will provide staff with relevant environmental training.
- The company will work with suppliers, contractors, and sub-contractors to improve their environmental performance.
- The company will use local labour and materials where available to reduce CO2 and help the community.

## 12. Legal Compliance and Review

The company will comply with the Environmental Protection Act 1990, the Environment Act 2021, the Packaging and Packaging Waste Regulations, Plastic Packaging Tax, Extended Producer Responsibility (EPR) requirements, and all other applicable environmental legislation. This policy will be reviewed annually, or sooner if there is a significant change in legislation or company operations.

## Version Control

Policy No.	Date	Version No.	Nature of Change
POL_UK_HSEV-V1	Jan 2021	1	New Policy
POL_UK_HSEV-V2	Jan 2025	2	Annual review and reissue
POL_UK_HSEV-V3	May 2026	3	Updated to 2026 Board template; responsibility updated to current Managing Director; QESH Manager reference removed; refreshed for May 2026 review cycle.

*This policy is supported and enforced by the Board of Directors.*



Signed: \_\_\_\_\_

Name: Richard Birch

Position: Director

Date: 18/05/2026