

## Environmental Policy

Hybrid Mail Solutions Ltd bespoke custom-built Hybrid Mail provider facilitating the creation, production and distribution of mail. We recognise that our diverse activities can impact on the lives of a wide range of people and that we have a duty to protect the environment and the well-being of the communities in which we operate.

- We regularly carry out actions to measure, monitor and review the effectiveness of our environmental policy in order to make continual improvements.
- We ensure compliance with all environmental legislation and other requirements.
- We ensure that sufficient means are provided to minimise and prevent waste and pollution.
- We reduce the distance travelled by our postal vehicles and our customers through state of the art technology and strategic partners.
- We encourage our suppliers to reduce their impact on the environment.
- We have a range of initiatives to reduce our green- house gas emissions.
- We are driving product innovations which reduce the environmental impact of our operation.
- We give due consideration to environmental issues and energy performance in the acquisition, design, refurbishment, location and use of buildings.
- We are committed to working with our customers, suppliers, employees and the local community to ensure that we understand their needs and expectations.
- Hybrid Mail Solutions regularly reviews environmental issues to make strategic improvements
- All paper and envelopes are sourced from sustainably managed forests and controlled sources.
- Our Managing Director is responsible for the implementation of our Environmental Policy.
- This policy is available to the public at [www.hybridmailsolutions.com](http://www.hybridmailsolutions.com)

A handwritten signature in black ink, appearing to read 'Colum Courtney', is placed over a light blue rectangular background.

**Colum Courtney**

**Managing Director** Hybrid Mail Solutions Ltd

3rd May 2021