

# Policy on Sustainability and Environmental Management



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## Document purpose and scope

This document sets out the Sustainability and Environmental Management Policy of JBA Group Limited and its subsidiary operating companies, collectively known as 'JBA'. It covers activities undertaken by the Group throughout all office locations and operations worldwide.

This document will be reviewed for continued suitability, will be communicated within the JBA Group and, if appropriate, made available to interested parties. The review interval for this document is 1 year.

## Policy statement

We are committed to championing sustainability and embedding it in everything we do, and we will minimise the environmental impact of our operations and activities, as far as is reasonably practical. Sustainability is core to JBA's values and therefore our business philosophy. We recognize that our social, economic and environmental responsibilities are integral to the long-term success of our business, our clients and suppliers, our communities and the planet. Consequently, we take our responsibilities seriously and are committed to making the UN Sustainable Development Goals part of our culture and our operations.

We will comply with, and exceed where practical, all legislation, standards, statutory and other obligations and best practices which are relevant to our activities and the jurisdictions in which we operate. We will seek to comply with client policies where required and reasonably possible to do so without conflicting with our own policies or other obligations. Where this is not possible, we will make clients and suppliers aware of our Sustainability and Environmental Management Policy and encourage them to follow policies and practices in alignment with our own.

We maintain and continually improve our Environmental Management System (EMS) so that, as a minimum, it satisfies the applicable requirements of the international standard ISO 14001:2015, is appropriate to the nature, scale and environmental impacts of our activities and services and enhances our environmental performance. We are committed to fulfilling our compliance obligations and conduct our operations in accordance with the requirements of our EMS.

## Purpose

Our sustainability policy supports the sustainability pillars – environmental, social, and economic well-being. It expresses our commitment to incorporate sustainability principles and practices in our operations and community engagement activities. We encourage the implementation and improvement of our policy across all staff and our supply chain.

Our environmental management policy, in conjunction with our [procurement](#), [biosecurity and](#), [health and safety](#) policies, aims to support continual improvement in our operations to help us protect the environment by reducing the impact of our activities on the environments in which we operate.

## Responsibilities

The JBA Group Board is accountable for the effectiveness of the EMS, its integration into business processes and ensuring it achieves its intended outcomes. It is responsible for the content and implementation of this policy and will assist each operating company by refreshing and reinforcing this policy via application, guidance and monitoring where appropriate.

The Head of Group IMS is responsible for ensuring our EMS conforms to the requirements of ISO 14001 and for reporting on the performance of the EMS and the environmental performance of the JBA Group.

Operating Company Directors are responsible for taking measures to help their staff act in compliance with this policy. Overall compliance with the requirements of this policy is the responsibility of each operating company within the Group. The Managing Director of each operating company will ensure their company's adherence to this policy.



Line managers are required to check that their staff are aware of this policy and any associated guidance.

EMS representatives in each office are responsible for checking office procedures operate in accordance with our Sustainability and Environmental Management Policy; monitoring and reporting in relation to our environmental objectives; and raising awareness within their office of our EMS.

All staff are required to comply with the policy requirements and share responsibility for our performance in implementing it.

### Implementation

We implement our sustainability policy by following four principles:

- **Improving the quality of the built and natural environment:** All of JBA's operations include long-term environmental, social, and economic considerations. Our decision-making processes, strategic and operational planning, method of works, and community engagement are enabled through sustainable practices.
- **Protecting and conserving the environment:** Core to our values, every action, operation, and research project will aim to protect and conserve the environment. Our Sustainability Champions have specific knowledge and skills, such as carbon accounting, which drive this principle.
- **Supporting and enhancing the quality of life of our communities:** The communities in which we work are at the forefront of our planning, design and delivery of projects. We have a wider commitment to creating a safe and inspiring workplace environment for all our employees enabling them to develop their knowledge and skills and contribute to the well-being of our communities. We actively support young people to consider a career in environmental and engineering services, through events at schools and further/higher education institutions promoting sustainable actions and operations.
- **Global perspective:** Our operations reflect our awareness that our influence reaches beyond the confines of our organisation, supply chain, and current generation. Our Environmental and Sustainability Training Plan is regularly reviewed and implemented to ensure the right skills, competencies and behaviours are deployed.

Meeting the challenges of sustainability requires shared responsibilities and we will work with our staff, our clients and supply chains, and our communities to identify sustainable solutions. We consider that our core values of innovation and influence are key elements in addressing the sustainability challenge.

We implement our EMS within a process-based Integrated Management System (IMS) that also controls and documents our quality, health and safety and information security management processes. Our IMS is a documented system with defined processes and procedures that enable us to provide services that consistently meet client and other applicable statutory and regulatory requirements. All IMS policies, procedures and documents are accessible by all staff via our intranet.

The JBA Group Board, in consultation with the Operating Company Boards, plans environmental objectives aligned to our business strategy and significant environmental aspects. We monitor and measure our performance against these objectives throughout the year and cascade the results throughout the Group and, where appropriate, make available to interested parties.

We provide adequate and appropriate resources, including people, infrastructure and working environments, to establish, implement, maintain and improve the IMS. We assess the continuing suitability, adequacy and effectiveness of our IMS via regular management reviews.

Strategic risks and opportunities associated with internal and external issues that may affect the ability of the IMS to achieve its intended outcomes are addressed in our risks and opportunities register. We maintain an environmental risk register that identifies the environmental aspects and impacts we can either control or influence within our activities and services. This considers the life cycle impacts of our actions and decisions and determines the significant environmental aspects to be taken into account within our EMS. We operate in line with the applicable requirements of ISO 55001:2014, the international standard relating to asset management.

We maintain a legal register that provides access to applicable legislation and records compliance with legal and other requirements relevant to our activities and environmental aspects.

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We have achieved membership of the Environmental Impact Assessment (EIA) Quality Mark scheme. This allows organisations that lead the co-ordination of statutory EIAs in the UK to make a voluntary commitment to excellence in their EIA activities, and to have this independently reviewed and verified.

Our office and site management procedures enable us to operate in a way that prevents pollution wherever possible.

We maintain standards of biosecurity in our offices, sites and field operations appropriate to the level of risk thereby helping to keep animals, crops, forests and woodlands and other habitats free from disease and to prevent the introduction and spread of disease or invasive non-native species.

We manage our energy use and purchasing responsibly and maximise energy efficiency wherever possible. We purchase a significant percentage of our electricity from renewable sources.

We actively encourage all staff and persons working on behalf of JBA to consider the environment, both during and outside of work. We communicate our Sustainability and Environmental Management Policy, significant environmental aspects and information regarding our EMS and promote understanding of how their activities have an impact on the wider environment.

We check that all staff, suppliers or persons performing tasks for JBA that have the potential to cause a significant environmental impact are competent, and we provide training and supervision where appropriate.

We maintain emergency preparedness and response procedures within our business continuity plan to prevent and mitigate environmental impacts.

We conduct internal audits of our IMS in accordance with our planned audit schedule to ensure consistent conformity to requirements. Lessons learned are disseminated across the Group.

### Approval

This document was approved by the Board of JBA Group Limited on 06/07/2020.

**Executive Chairman, JBA Group**