WE DELIVER.
SUSTAINABILITY

FPS ENVIRONMENTAL POLICY
MINIMISING OUR ENVIRONMENTAL IMPACT

Not just green on the outside...
FPS - ENVIRONMENTAL POLICY STATEMENT - SUMMARY

FPS cares about and recognises that it has a responsibility to the environment beyond legal and regulatory requirements. As a distribution company making deliveries primarily by road, our impact on the environment and its reduction is a matter that we take very seriously.

We aim to put the environment at the core of our behaviour, across all of our business activities and decisions. As a company, we offer supply chain solutions to consolidate products from multiple suppliers into one delivery point, reducing the impact of individual deliveries. Our primary product range covers automotive parts, intended to service and repair vehicles – this ensures the efficient running of those vehicles on the road, helping to reduce their impact on the environment.

RESPONSIBILITY

Our Health, Safety and Environment (HSE) Manager, is responsible for ensuring that the environmental policy is implemented, and will regularly report to the board on this topic. However all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

OUR POLICY AIMS TO:

- comply with all relevant regulatory requirements;
- continually improve and monitor our environmental performance;
- reduce environmental impacts of activities, products and services;
- incorporate environmental factors into business decisions; and
- increase staff awareness and promote good environmental practice.

OUR POLICY OBJECTIVES ARE TO:

- conserve energy and other natural resources;
- improve efficiency of materials use;
- minimise the levels of waste generated by our operations and increase reuse and recycling;
- dispose of waste in an environmentally responsible manner;
- invest in modern technology to minimise the consumption of energy in relation to our activities;
- assess and manage any significant environmental aspects of our operations;
- encourage employees, suppliers, and customers to be environmentally conscious and to suggest and implement feasible improvements to environmental conditions.

THE POLICY WILL BE:

- communicated to all employees;
- reviewed at least annually and updated if necessary to reflect changes and obligations.
FPS - ENVIRONMENTAL POLICY STATEMENT

GENERAL STATEMENT OF ENVIRONMENTAL POLICY

We are committed to minimising the environmental impact of our working practices as an integral part of our business strategy and operating methods. This is achieved through continual review of our operations and products across the business. We see this as an on-going process and regularly review our activities, and encourage customers, suppliers and other stakeholders to do the same.

We involve staff in the implementation of this policy, for greater commitment and improved performance. Our policy summary is prominently displayed in all FPS locations. We will continue to monitor and minimise the environmental impact of our activities, and will update this policy if a specific need arises.

KEY AREAS OF FOCUS

We aim to proactively protect the environment, and we have identified the following key areas where we can make a real difference to our environmental impact:

1. Reducing energy consumption
   • We use our delivery fleet’s rolling update programme to take advantage of the latest fuel-efficient / energy-saving technologies. This includes stop-start technology and speed limiters, and manual gearboxes to improve fuel consumption in HGVs. We operate bespoke, high-capacity, aerodynamically-shaped lorry trailers, which allow optimum efficiency for our branch replenishment deliveries;
   • All vehicles and equipment are well maintained and operated within legal limits, taking advantage – wherever possible – of opportunities to save unnecessary consumption of energy. These include carrying out HGV deliveries at night, collecting stock from suppliers en route back from deliveries to branches, and scheduled vehicle checks including tyre pressures, weekly for vans and monthly for company cars;
   • We use plastic collapsible boxes to distribute our goods internally and collect from key external suppliers, maximising use of space on HGVs and allowing us to deliver more products with fewer vehicles. Collapsible are also lighter than their pallet equivalents, reducing fuel consumption;
   • Larger product shipments are imported by sea freight rather than by air, in order to take delivery by the most environmentally friendly means possible. We actively encourage employees to minimise energy usage, by switching off energy-consuming devices such as lights and heaters whenever they are not in use;
   • Where possible, we make use of energy efficient devices, such as low-energy light bulbs, LED lighting and motion sensor lighting, and purchase equipment with energy saving features, such as power-saving computer, display and storage devices and auto shut-off gas heaters;
   • We work closely with suppliers and freight companies to consolidate deliveries into individual shipments, optimising the use of space for maximum efficiency;
   • Meetings are conducted by teleconference telephone or web-conference instead of travel if possible;
   • We implement schemes such as the Cycle to Work scheme to encourage the use of more environmentally-friendly transport methods;
   • Our administration centre in Stratford-upon-Avon utilises solar reflective film to reduce heat and glare, limiting the need for air-con/artificial lighting in the building;
   • We consolidate deliveries from several different suppliers into one delivery, reducing the number of individual orders which are sent.

2. Reducing materials
   • We are committed to using the minimum packaging required to deliver products to customers in the best condition, and keeping packages as light as possible (lowering carbon emissions during transportation and reducing the packaging to be disposed of once it has reached its destination);
   • The use of plastic collapsible boxes drastically reduces the use of pallets for internal branch replenishment deliveries;
   • All staff are encouraged not to print non-essential documents and emails;
   • Electronic documents are used wherever possible when communicating with customers, suppliers and colleagues. This includes company finance procedures (including emailing invoices and receipts in PDF and making payments to suppliers by BACS);
   • We work to decrease the use of resources such as printer ink and paper wherever possible;
   • Web and email marketing communications are used...
wherever appropriate to replace mail shots and flyers that use paper, ink and transport;
- We re-use wherever possible by trying to find a second life for items such as packaging, paper and stationery, and evaluating if the need for new materials can be met in another way;
- The use of scrap paper is suggested and encouraged in printers, fax machines, for taking messages and for writing notes or producing draft copies of documents;
- Wherever possible, catalogues are provided electronically rather than printed.

3. Waste management and disposal / recycling

- All electrical equipment is disposed of in compliance with current Waste Electronic and Electrical Equipment (WEEE) regulations;
- Re-usable packaging from cardboard stillages is used to distribute products to our branches;
- Recycling collection facilities are provided in all locations for employee use e.g. paper, aluminium cans, plastics and all other consumables capable of recycling;
- All consumables such as toner, inkjet cartridges and office batteries are recycled;
- Old core is collected and returned to suppliers for recycling / remanufacturing;
- Relevant staff leaving the company are required to hand in their uniforms. Dependent on condition, these are kept in branch to be used as spares, or collected centrally and provided to a local textile recycling company;
- Procedures are in place regarding handling of accidents and spillages which may have an impact on the environment.

4. Reducing emissions

- We are working towards a maximum CO2 emission rate of 125 g/km for company cars, with the majority at 100 g/km;
- Old core is collected from branches and returned to suppliers via the NDC as part of our internal delivery routing, reducing the carbon emissions of our suppliers;
- Whilst trialling the world’s first electric Moffett, we worked with the supplier to develop a bespoke machine for our needs. We now run four of these machines, resulting in reduced noise pollution and no emissions during operation.

5. Reporting and compliance

- We are signed up to the CRC Energy Efficiency Scheme and as such provide data on carbon usage on a monthly basis;
- We employ a waste management and compliance company (Ecosurety) to ensure we continue to meet or exceed relevant regulations and requirements. We compile quarterly reports detailing our waste packaging and imported electrical / battery operated products, which are then submitted to the Environment Agency on our behalf;
- Ecosurety visit us regularly to carry out dummy audits and ensure our processes remain in accordance with legislation;
- We are committed to reviewing and maintaining relevant information on product weights, at least on an annual basis to ensure reporting is accurate;
- We continue to monitor new product additions and ensure they are included in reporting as appropriate;
- We are subject to random audits by the Environmental Agency to ensure all reporting is accurate.

6. Supply chain

- Our IT suppliers are carefully selected taking into account their compliance with the Waste Electronic and Electrical Equipment (WEEE) directive, and their own environmental policies and practices. This includes the use of cooling corridors to ensure optimum operating temperatures for machinery, without excessive or unnecessary energy consumption associated with cooling;
- As detailed in our supplier guidelines for vendor sourced products, we prefer suppliers who operate an Environmental Management System to ISO 14001, or similar. Suppliers are at least expected to:
  ◦ Have a written environmental policy with a commitment to continuous improvement and performance objectives, with implementation plans and measures;
  ◦ Have a system in place to track environmental laws and regulations, and their compliance with those that are applicable to their facilities;
- Suppliers are encouraged to reduce or recycle packaging materials whenever possible, and may also be requested to take part in packaging reduction initiatives;
- We reserve the right to request information regarding quantities and weights of packaging supplied annually, to assist us in complying with the ‘Producer Responsibility Obligations (Packaging Waste) Regulations’;
- Suppliers are expected to maintain relevant records, which are to be stored and readily accessible for a minimum of one year;
- It is the supplier’s responsibility to ensure that their products comply with all relevant international laws, and to declare / correctly label any restricted or hazardous and declarable substances. We provide help to suppliers in identifying relevant regulations, including ROHS, ELV, REACH and CLP;
- Suppliers are required to comply with end of life recycling requirements, particularly for automotive parts.