



# Shore Porters Safety, Health & Environment Procedure

Rev: 1  
Change: 0  
28/03/25

## H&S Procedure 11– Environmental Social Governance

**11.0** To ensure compliance with the company ESG Policy SPS-Pol-110 please find below key factors applied by SPS to demonstrate ability to manage the requirements of ESG in industry.

### 11.1 ENVIRONMENT:

- Environmental policy in place and communicated to all employees to clarify how the company is going to ensure best practice in environmental management.
- Develop and implement an Environmental Aspects and Impacts register to clarify key areas of our business that could impact the environment Register ENV-Reg-107
- Set environmental goals that will aid the company in reducing our carbon footprint Eg. Recycling paper and cardboard that is used for packaging
- Manage all waste via Industrial Services – records of all waste uplifts are retained by management within the system
- Keep employees informed via email and team meetings
- Post environmental results
- Future goal would be to consider use of electric vehicles
- Measure energy use and where feasible set goals to reduce usage
- Move towards 100% of waste being recycled – engage with approved Waste Contractors

### 11.2 SOCIAL

As part of the compliance and advancement of our social responsibility the following are key areas:

- Drivers get CPC training that has a large HSE content Eg. Hazard perception, risk assessment
- Drivers get a medical check on a regular basis and records are retained
- Diversity, equity and inclusion initiatives – we do not discriminate against age, religion, sex, race or any other relevant factors
- Management hold annual appraisals of all employees that will training and development needs – records of such events e retained within the management system.
- Learning and Development opportunities are addressed via annual appraisals and when staff request training that will assist their own personal development.
- Community engagements – Supplied material to local primary school. Charitable donations to Cancer research

### 11.3 GOVERNANCE

The company continue strive to ensure applicants can operate simultaneously creating long term positive impact. As a minimum we cover:

- We ensure we have practices, policies and procedures to develop, implement, train, communicate, and assign responsibility accountability for applicants sustainability programme. Regular checks are conducted to ensure that SPS are having appropriate checks to ensure governance is recognized and managed.
- Reporting on company Corporate Sustainability is conducted with employees, individuals, applicants supply chain to ensure suitable progress is being made as outlined in our ESG policy SPS-Pol-110.



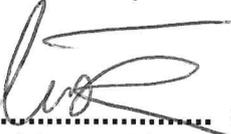
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- Periodic checks are conducted by SPS Operating Partners to verify performance and determine conformance with applicants sustainability programme. This occurs at least once per annum.

As a company SPS regularly review policies, procedures, controls and the documents that are an integral part of it. This is also a requirement of ISO 9001:2015 that SPS are certified to.

**Reviewed and Approved By:**  **Craig Thomson and Curtis Milne**  
**Operating Partners**      **Date: 28 Mar 2025**

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