

J.S. SEATING & DESKING LTD

ENVIRONMENTAL POLICY

J.S. Seating & Desking supplies wood based office furniture, metal storage and upholstered office seating. Having obtained ISO 9001 Accreditation we only use manufacturers/suppliers with the same Certification of continuity of service.

Our activities include buying, storing, supplying and the installation of office furniture. These products and processes are not known to create severe pollution problems. However, J.S. Seating & Desking is committed to the following:-

To meet and where practical exceed all relevant regulatory requirements and minimise any adverse environmental impacts as a result of our activities or products.

To use manufacturers who hold or are working towards ISO14001 and FSC certification. This information is updated on a regular basis under our ISO9001 continuity of service

To minimise waste production wherever possible, where unavoidable, waste streams will be evaluated for their re-use, recycling or incineration with recovery.

Employee involvement in environmental matters is encouraged at all levels and will be promoted through training, communication and a constant reappraisal of working methods and techniques.

Manufacturers are continually reviewed to guarantee we have updated information on their products and services regarding their environmental policies.

JS REPLY TO LBS ENVIRONMENTAL QUESTIONNAIRE

Q.1 What have you done to reduce the environmental impact of your products and services? (Address issues such as waste reduction, pollution control, use of recycled or recyclable materials, energy and fuel conservation, packaging, processes, working practices and uses of harmful materials).

A.1 All boxes and cardboard used is fully recyclable and components supplied in steel cages are reused. Certain manufacturers heat warehouse units by burning waste oil from vehicles. Gas usage is being recorded and is reviewed on a regular basis. All waste is collected via Bromley Council and disposed of. Also see Environmental Policy and J.S. Seating & Desking Environmental Questionnaire.

Q.2 How you plan to further reduce environmental impact?

A.2 Steps are being taken to apply for IS BSEN ISO 14001 and J.S. Seating endeavour to only use suppliers who have or are working towards the ISO 14001 Certification.

Q.3 Do your suppliers use any of the following materials?
Ozone depleting chemicals, eg CFC, Halon, HCFC, 1.1.1?

Trichloreathene?

A. No

Tropical hardwoods?

A. No

Pesticides on the UK "Red List" or EC "Blacklist"?

If in doubt please give chemical names

A. No

Peat?

A. No

Q.4 LBS prefer to purchase goods which have been independently assessed against recognised environmental standards.

Please give details of any independent certification for products that you supply e.g. sustainable hardwood under The Forest Stewardship Council Scheme, or paper which has met the "Blue Angel" paper mark requirements.

A.4 Please find enclosed 2 copies of Environmental Certificates.

Q.5 Please give details of the total number of people who work for your organisation (Full time or part time)

A.5 20 people.

Q.6 Are you owned by another company, holding group etc? If so please give details.

A.6 J.S. Seating & Desking Ltd is a privately owned company with no holding group.

Q.7 Are you voluntary or local Authority funded? If so please give details.

A.7 No as Q.6.

J.S. SEATING & DESKING LIMITED

ENVIRONMENTAL SUPPLIER QUESTIONNAIRE

Name of Company

Address

Tel No Fax No

Name of contact on Environmental Matters

Main products supplied

1. Is your company accredited to Environmental Management System ISO 14001 YES/NO

2. If yes, please complete question 7. Please attach copy

3. Is your company applying for ISO 14001 registration? YES/NO

3.1 If yes, please state anticipated date of application

4. What are the main processes your company conducts in the manufacturer of our products

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4.1 What measures are taken to minimise the environmental impact of these Processes

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5. What sources of help, information do you use for environmental issues (journals, trade associations, consultants etc)

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6. Do you have an environmental policy? YES/NO

6.1 If yes, please attach copy.

7. Would you allow a J.S. Seating & Desking representative to conduct a brief environmental review of your operation or contact you to discuss your company environmental performance? YES/NO

Completed by

Position