

ENVIRONMENTAL  
POLICY  
OF



**HEALTH AND SAFETY POLICY**

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## **ENVIRONMENTAL, HEALTH & SAFETY PLAN**

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### **ENVIRONMENTAL POLICY STATEMENT OF MICOR LIMITED**

It is the company's firm intention to ensure that the highest practicable standard of consideration is given to the Environmental impact of all the undertakings of MICOR Limited. The aim targeted by MICOR Limited is for sustainability i.e. that by utilising only natural resources in the achievement of their undertakings it will not compromise the chances of others in the future from achieving theirs.

The Company accepts in full its obligations to work to the requirements of all legislation and codes of good practice relating to waste, contamination, noise, pollution and the Environment in general.

Management and staff have the duty and responsibility for implementing this policy in a manner, which ensures that Environmental considerations are always given priority.

MICOR Limited will ensure through its buying policy that products purchased will be from renewable sources and have their environmental impact considered. Should there be products available that possess similar qualities to a material, machine or product used but with less environmental impact those products will be purchased in preference.

The effectiveness of the Company's Environmental Policy relies heavily on the co-operation of Company employees and the co-ordination/control of their activities as well as those organisations and persons engaged by the Company. MICOR Limited will ensure through its vigilance that all persons throughout the company together with others who are contracted, or whose services are utilised, adopt duties and the responsibility to do everything possible to protect the environment.

The government Environmental Strategy to reduce, reuse and recycle will be considered at all locations that the company undertakes its business and at each stage of projects from the tender stage to completion.

The company has an excellent Environmental record at its places of work and recognises that this is achieved through the active participation, of both management and those employed by the Company. Apathy, neglect and disregard will not be accepted in the identification of Environmental solutions and the taking of positive action to achieve continual improvement on our Environmental impact.



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The Company has appointed Michael Corridan as the person with overall responsibility for Health, Safety and Welfare.

Signed: .....

Mr Michael Corridan  
Managing Director  
MICOR Limited

Date: 1<sup>st</sup> October 2002

This policy will be reviewed on an annual basis or:  
If there is reason to suspect that it is no longer valid; or  
If there has been a significant change in the matters to which it relates.



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### INTRODUCTION

MICOR Limited is committed to minimising the impact of its operations on the environment by undertaking the following measures, wherever possible.

MICOR Limited in particular, will try to ensure that they:

Comply, where appropriate, with the requirements of all Environmental legislation.

Promote recycling and the use of recycled materials, both on site and amongst those who work with us and in our offices.

Aim at reducing consumption of materials wherever possible, through the use of such items that have an inherent increased life span and/or may be recycled.

Offer the client the option of re-using materials recovered during demolition and demolishing installations efficiently and try to advise the client in ways of managing energy wisely in all operations e.g. Cut and Carve, looking at long-term savings in energy and not short-term costs.

Minimise waste in all operations.

Work with suppliers to minimise the impact of their operations on the environment through a quality purchasing policy, where possible.

Protect visual amenity by careful Siting of hoarding and equipment to ensure continued enjoyment of accepted aesthetics by others.

To operate plant and equipment with the intention of obviating the impact of such machinery and to seek a solution in the event that a request is made by a third party. But in the first instance to promote and implement wherever practically possible all noise and dust reduction techniques in the prevention of the nuisance.



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### **ARRANGEMENTS**

#### **AIMS AND CONSIDERATIONS (SITE BASED)**

It is the ultimate aim of MICOR Limited to assess and implement controls in order that reactive controls are not required after an environmental incident has commenced. In order to achieve this status MICOR will undertake regular inspection as part of their supervisory role to assess the various environmental implications of a demolition project. Should an environmental incident occur e.g. oil spill or the development of excessive dust, resulting in a complaint etc. action will be taken to eliminate the incident or nuisance.

#### **AIR:**

Although not in itself illegal under the provisions of The Clean Air (Emission of Dark Smoke)(Exemption) Regulations 1969 the burning of wood waste of scrub during demolition or site clearance on a MICOR Limited project is banned therefore emissions of smoke will be reduced to those produced by plant and vehicles on site.

MICOR Limited will endeavour to ensure through its contractor vetting procedure that where contractors supply mobile machinery that it meets the emissions of gaseous and particulate pollutant levels outlined in the directive 97/68 and further that HGV's qualify for a reduced pollution certificate in accordance with the E.U. Directive COM (97) 627.

Dust will be reduced as far as is practicable by the enclosure of sites by wood hoarding, systems of work will be utilised which will reduce or prevent the production of dust e.g. the wetting of structures during demolition. A road sweeping machine assisted by the application of water will be provided when required to ensure that roads are kept clear of dirt and dust as far as is reasonable where a road sweeper is not practicable this operation will be undertaken manually. A reduced speed limit on site will also ensure that dust that may be present is not "lifted" by plant movement.

It is not envisaged that odours will present a problem due to the type of works being undertaken. All putrifiable waste which is produced on site will be transferred to a registered waste carrier in suitable containers, preventing the escape of contents or ingress of vermin and removed from the site daily.

Ozone depleting gases such as CFC's and Halons will not be discharged to the atmosphere but where possible items containing the gases will be passed to a competent person in order that the gases can be recycled.



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### **CONTAMINATED LAND:**

Site investigations will be undertaken by the client prior to the contract phase with the results included in the Pre-Construction Phase Health and Safety Plan produced by the Planning Supervisor. Should the details of a survey not be supplied and it is suspected that pollution is present on the commencement of works the Client/Planning Supervisor will be contacted as they will be required to supply evidence that a survey has been undertaken which may include, but may not be restricted to:

- Historical investigation of previous uses.
- Adjacent land uses and contamination to identify if there are chances of pollution leaching onto the site.
- Walk through visual site inspection recording, photographing and taking evidence of vegetative stress, soil discoloration etc.
- A note will be made of surface materials and conditions of materials partially buried, the presence of discoloured soil or water odours together with the presence of drums, containers, tanks, surface spillages, ground settlement, tipped debris/materials.

If at this stage it is suspected that the land is contaminated a further investigation is to be undertaken. E.g.

- Soil, water and where appropriate gas samples will be taken in an appropriate grid pattern and sent to an accredited laboratory for testing.
- Samples may be taken from boreholes or trial pits depending on the depth of the water table.

Should contamination be discovered protection of workers and the general public during the development of contaminated land will be undertaken as per HS (G) 66.

All details of the disposal of contaminated land will be forwarded to the Client or Planning Supervisor for inclusion in the Health and Safety File in accordance with CDM.

All contaminated land or material if removed will be handed to a specialist special waste carrier after notification has been given to the Environmental Agency as outlined in the “waste” section. Visitors to site, particularly drivers of vehicles will be instructed to clean vehicles and wheels or use a wheel wash before leaving site in the reduction of waste migrating to neighbouring land.



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### **NOISE:**

While complaints of noise rose in the commercial sector in England and Wales, complaints about noise produced during construction and demolition works decreased from 11,000 in 1995 to 7,700 in 1996 which is a reflection on the proactive role construction companies such as MICOR Limited are taking to ensure that neighbours are not disturbed by site activities.

Activities will be undertaken in accordance with British Standards 5228, Noise Control on Construction and Open Sites. MICOR Limited understands that Section 60 of the Control of Pollution Act 1974 allows local authorities the power to serve a notice imposing requirements as to the way in which works are to be carried out. However MICOR Limited will undertake to act proactively to ensure the elimination of unnecessary noise and to reduce noise that is produced to an acceptable level.

Best Practicable Means will be used to prevent or counteract the effect of noise to the limit reasonably practicable having regard to the local conditions and circumstances, to the current state of technical knowledge and to the financial implications. MICOR Limited defines the “means” as including the design, installation, maintenance and manner and periods of operation of plant and machinery and the method of demolition of structures/buildings. MICOR Limited above all else undertakes to take reasonable actions to obviate the disturbance of others.

MICOR Limited will undertake to work within the parameters outlined by Local Authority’s and will restrict noisy activities to the time periods requested.

All subcontractors will be suitably vetted and supervised to ensure that suitable systems of work are followed in the pursuance of noise reduction and that all plant and equipment have available sufficient damping, lagging and other acoustic controls to ensure the reduction of noise.

Controls etc. applicable to the Noise at Work Regulations 1989 are contained within the Health and Safety Policy document of MICOR Limited.

### **WASTE:**

Where practicable the Government Policy with regards to waste will be adopted to ensure that all waste is reduced, reused or recycled. MICOR Limited accepts that poorly managed waste can be adversely affect the environment by its volume, contaminating the air, soil or water as well as posing a danger to human health and raising the risk of fire.



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MICOR Limited will as part of their Environmental Policy and in the pursuance of “sustainability”, undertaken to provide suitable receptacles adequately signed (when required) for all waste with the aim of separating materials into suitable recycling groups e.g. Glass, metal, paper etc. during the demolition process materials will be separated as far as is reasonable in the recovery of materials as scrap/reclamation.

### **WATER:**

A full investigation as outlined above is to be undertaken by the Client/Planning Supervisor to determine if there is presently pollution on site. All waste courses which may cross or impinge on the site are to be mapped to determine their outfalls and routes e.g. foul water, rainwater and surface water run off routes. All drains and covers will be protected on site to prevent inadvertent blockage by materials stored or the excessive entry into the system of displaced dirt and debris if services are to remain.

All materials stored on site will be placed away from drains with hazardous materials placed in an area free of the risk of damage or collision by site plant and additional controls placed as outlined in the section “Oil Storage”.

MICOR Limited does not envisage having to apply to the local water authority or the Environmental Agency for consents to discharge to either sewer or surface water outlet. MICOR Limited recognises their obligations with regards to the discharge of substances and the consequent penalties under S85 of the Water Resources Act 1991. Should the pumping of water off of site be undertaken the relevant authority will be contacted.

It is the policy of MICOR Limited to allow for the highest quality security arrangements during the demolition phase i.e. close boarding of sites and secure gates etc.; therefore it is extremely unlikely that the effects of vandalism will result in the pollution of strata, air or water. However controls in addition to those outlined above will be used as good practice or where recommended by the Health and Safety Executive or the Environmental Agency e.g. the placement of locking devices on all diesel taps and the placement of all chemicals and fuel in covered bunds.

### **COST EFFECTIVE ENERGY CONSERVATION:**

Increasing energy costs, coupled with both National and Governmental needs for energy conservation, has resulted in “Energy Management” being regarded as an important task in all our organisations. MICOR Limited realise energy efficient measures can be achieved through the correct selection of appropriate materials, plant and equipment. Energy saving requirements may also involve such things as ensuring a piece of plant has completed all necessary tasks before being withdrawn from project as its return to site at a later date will result in poor logistic management and added pollution.



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This is just one example of an exhaustive list of measures that can be used in the quest of lower energy consumption and negative environmental impact. MICOR Limited hopes that by communication and co-operation with the Client they will be able to provide the client with ways and means of becoming more environmentally aware.

### **ENERGY EFFICIENT DESIGN:**

MICOR Limited are pleased to be able to advise all clients and provide customers with the full technical assistance that they may require in the achievement of reduced waste and efficiency e.g. with the implementation of “cut and carve” or selective demolition and interior “soft strip” with the re-use of buildings we firmly believe that by working with the client, we will be able to produce a tailor-made, energy efficient package suited to our clients needs.

### **OFFICE WASTE:**

Through careful and efficient office management and the implementation of a quality system, the amount of waste created is kept to an absolute minimum. MICOR Limited is also promoting the recycling of office waste wherever possible.

The waste reduction is achieved through the use of recycled copy paper, envelopes, the keeping of “hard copies” of information to a minimum and using china instead of disposable plastic cups etc.

The use of environmentally friendly cleaning agents is insisted on when purchased and assurance gained to ensure they do not contain any illegal phosphates or Chlorofluorocarbon (CFC) propellants.

Electrical energy is conserved by the use of high efficiency, fluorescent lighting which is switched off in rooms which are not in use. Heating energy is conserved by the use of monitoring and thermostatic control.

### **OIL STORAGE:**

In the construction industry one of the major routes of pollution is due to the leakage of oils and fuels onto the ground. MICOR Limited are aware of this problem and their statutory duties in accordance with The Control of Pollution (Oil Storage) (England) Regulations 2002. MICOR Limited will ensure that all oil will be stored in a container which is of sufficient strength and integrity to ensure that it is unlikely to burst or leak while used on site and that the tanks have a secondary containment system not less than 110% of the containers storage capacity.



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All tanks and mobile bowzers will be positioned or other steps taken so as to minimise any risk of damage by impact and drip trays used where the full pipe is not positioned within the secondary containment system or “bund”. All filling devices will have a tap or valve which closes automatically when the filling tap or gun is not in use and will have a lockable valve which will remain locked shut when not in use in the prevention of oil spills as a result of vandalism.

There will be strict guidelines for the filling of machinery tanks and a formal procedure for the clearing of any spills and subsequent disposal.

### **PURCHASING:**

MICOR Limited have limited influence over the broader spectrum of today’s commercial market however we try to ensure that all our wholesalers and suppliers provide us and therefore our customers, with such goods and materials that have limited environmental impact. We try, wherever possible, to achieve these aims by:-

1. Purchasing goods and services which can be manufactured, used and disposed of in an environmentally responsible way.
2. Meeting where appropriate the standards required by all environmental legislation.
3. Specifying and purchasing of items which can be recycled and re-used.
4. Specifying and purchasing items which can be operated in an energy efficient manner.
5. Specifying and purchasing items that are of the best quality, have replacement parts and are not part of the “throw away” culture.
6. Selecting suppliers who are themselves undertaking measures to make environmental improvements.

### **RECYCLING AND WASTE REDUCTION:**

MICOR Limited as a company is committed to minimising all waste in its operations and installation works. Where waste may be produced, every effort will be made to recycle such materials. MICOR Limited intend to purchase as a long term investment plant or machinery which will prevent or reduce the amount of materials that need to be destroyed or will render them fit for either recycling or re-use.



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### **TREE PRESERVATIONS ORDERS (TPO's):**

Should MICOR Limited be notified of the requirement to protect flora or trees all necessary protection will be given, including the placement of fencing at the canopy edge of a suitable distance with all care taken to ensure that branches, limbs or roots do not become damaged or affected during the project. A copy of any TPO's will be placed on fencing as notification to others of its requirements.

### **WASTE DISPOSAL AND DUTY OF CARE:**

MICOR Limited ensures that through corrective on going and strict site procedure, waste is again kept to an absolute minimum. This course of action not only helps environmentally but also reduces applicable to our own operations. This in turn represents a financial saving, which can then be passed on to our customers. Where waste may occur every effort is made to recycle the materials such as stripped out and redundant cable and/or metal off-cuts and the fabric of the building etc. MICOR Limited also promotes the use of nickel-cadmium rechargeable batteries for use with operational equipment such as hand drills.

When such recycling is not possible materials will be disposed of safely and efficiently. Consideration will be given in the disposal of all materials to ensure inherent factors are controlled e.g. CFC's contained in both domestic and industrial fridges and chiller units.

We ensure that waste materials are stored in a safe and secure manner and are kept in suitable containers. MICOR Limited are registered waste carriers and those that are appointed to remove waste are registered waste carriers or managers and hold the relevant waste disposal management licences applicable to the waste to be disposed of.

MICOR Limited recognises their Duty of Care in accordance with The Environmental Protection Act 1990, the EP (Duty of Care) Regulations 1991, The Controlled Waste (Registration of Carriers and Seizure of Vehicles) Regulations 1991, Special Waste Regulations 1996 and other associated statutory provisions.

"Controlled Waste" will only be released to a "Registered Carrier" after proof (original only) has been produced by the "Authorised person" all parts of the "Waste Transfer" note will be suitably completed with a copy remaining with MICOR Limited for no less than two years.

"Special Waste" will only be moved by a "Registered Special Waste" after the completion of a "Special Waste Transfer Note" and the pre-notification of the movement of the Environment Agency, a copy of which will be kept by MICOR Limited for no less than three years.



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All waste will be suitably packed to ensure the safety of others during storage and carriage and also to prevent spillage/leakage waste blowing or falling or the pilfering of contents by third parties or pests.

There is a strict rule within the company that the burning of waste will not be permitted under any circumstances. This is of paramount importance when dealing with such substances as Polychlorinated Biphenyl's (PCB's) which are found in old transformers, polyaromatic hydrocarbons (PAH's) crude derived chemicals and dioxins, massive amounts of which may be created by the combustion of chipboard impregnated with chlorophenol.

Section 34 of the Environmental Protection Act came into force on 1<sup>st</sup> April 1992. This legislation termed "The Duty of Care" introduced new duties of anyone involved in the production, carrying and disposing of waste. This piece of environmental legislation has had a major impact on the whole industry as well as this company. MICOR Limited has responded by modifying its existing waste disposal arrangements to meet the legislation.

### **THE AIM OF THE COMPANY THEREFORE IS:**

To minimise environmental damage and maximise opportunities for environmental enhancement.

To assess and consider environmental impacts as an important part of its decision making process.

To comply with legal requirements and establish targets to achieve a progressive reduction on environmental impact in all parts of its operation.

To promote personal responsibility and effort on the part of employees at all levels to avoid and prevent environmental damage and to act as good neighbours to those affected by the demolitions activities.

To provide such assistance, training and information as may be necessary to personnel at all levels and audit environmental performance.

To provide, promote and display this policy and such written instructions as are necessary to assist in the application of the environmental policy.

To ensure that Environmental incidents are investigated, reported and preventative action taken in the prevention of a similar occurrence.



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### **CONCLUSION:**

As can be seen by the aims set out in this policy document, MICOR Limited are taking measures to address the environmental issues facing us all. Proactive action will be implemented in the first instance and any complaint by a neighbour, member of the public or contractor will be fully documented and investigated to ensure a continual improvement in the quality of environmental considerations and controls.

Through a more environmentally aware approach to providing our specialised services, we can offer our clients an excellent package, secure in the knowledge that we follow good environmental practice.



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