

GAS Studio Sustainability Policy

GAS Studio see sustainability as a key issue for businesses and society in general, as people realise that current industrial, economic and social systems are storing up problems for the future. Sustainability is not about moving backward, but about looking forward to new, better ways of doing things. It should be normal practice not bolt-on for selling purposes.

GAS Studio believes in the triple bottom line concept of sustainability, focussing on:

- Environmental: reducing environmental damage to levels that can naturally be absorbed by nature
- Social: developing a healthy, fair global and local society
- Financial: creating sustainable business models and stable, prosperous economies

GAS Studio aim to do our best to work towards sustainability. We're not perfect, but it's something we take very seriously. We have a range of environmental, social and financial strategies that help us to reduce our negative impact and give something positive back to the world.

Environmental

GAS Studio is working towards being an environmentally responsible company and a Certified B Corporation. We recognise that our operations can affect the local, national and global environment, and we accept our environmental responsibilities beyond the legal and regulatory requirements.

We're fully committed to reducing our environmental impact by integrating best practices into as much of our business activities as we can, and continually reviewing our policies and processes. We promote our environmental ethos and values to our staff, and externally to our clients, suppliers and partners. We actively seek to work with people who share our environmental concerns and policies.

Key environmental strategies include:

- **GAS studio** intends to minimise its carbon footprint by having a short commute from directors Gail and Steve's homes. Enabling an environmentally friendly commute of cycling only 5 miles, when commitments and weather permit.
- Wherever possible, our stationery is recycled or recyclable, hence minimising its impact on the Earth. We use wood and paper only from sustainable sources where available. We try to avoid using physical stationery or printing documents as far as possible, reusing paper for personal planning notes.

- We reduce by only buying products we need, reuse by using secondhand products where available and selling our unwanted items, and try to recycle or compost as much of our waste as possible (even if this is not always as much as we would like). These steps allow us to actively reduce our waste and dispose of unavoidable waste in a way that minimises its environmental impact.
- Most of our cleaning products are natural, biodegradable and are bulk purchased where possible to minimise packaging. We have sourced a refillable supplier.
- We do not use air travel (until electric flights are available), and instead work with international clients, staff and partners using web communications and travelling over land if required.
- We try to keep our carbon emissions to a minimum and track our performance against this objective from 2021. We are working out how to offset our carbon emissions through 2021. We have offset through donation to Woodland Trust, but will need to investigate further, it is less clear on impact than specific carbon offset schemes.
- We comply with and, where possible, exceed current environmental legislation and codes of practice.
- We plan to monitor our energy consumption in the studio, our commute and business travel.
- We aim to minimise consumption of natural resources, including energy, water and raw materials, as far as economically practicable.
- We assess the environmental impact of all past, current and likely future operations and fully integrate environmental consideration and objectives into our business decisions.
- We adopt best practice, where possible, in developing innovative solutions to the environmental issues and problems facing the web design and development industry.
- We educate staff on the environmental impact of our industry and encourage them to be generally more environmentally responsible. We also encourage staff to engage in our environmental policy, and consult with them to discuss their environmental concerns and pursue new initiatives.
- We encourage awareness of and commitment to improved environmental performance amongst our suppliers and clients.
- We purchase products and services from suppliers that share similar environmental policies to ours including fellow B Corporations.
- We use our marketing and communication skills to actively promote environmental sustainability and raise awareness of climate change and the environmental impact of the web, brand and design.
- We plan to monitor and review our environmental performance, and publish and communicate this to staff and our broader stakeholder network.

Everyday Sustainability Practice

All practice has to be followed through on a daily basis, therefore systems need to be in place to ensure as much direct and indirect waste can be recycled and hazardous waste disposed of responsibly. Both direct and indirect waste is very minimal as we are mainly digital in operations.

- Paper & Cardboard are separated in an individual clearly marked crate and kept dry. They are recycled and collected curbside from our homes.
- Plastic is separated in an individual clearly marked crate. It is collected curbside.
- Glass & metal is separated in an individual clearly marked crate. It is collected curbside.
- Composting is only indirect waste. There is no direct food waste. We have a composting bin that is collected curbside. Food waste is composted by Uttlesford Council, our office council.
- Hazardous materials - batteries, light bulbs and ink cartridges - batteries and light bulbs are collected and disposed of safely at the local recycling centre. Ink cartridges are returned to retailers for recycling or sent to charities for recycling.
- Disposal of electrical items, where we can, we sell electrical items or give to charitable organisations. If it is beyond repair, the item is responsibly disposed of at the local recycling centre.
- We encourage any employees, temporary, freelance or part-time to follow the recycling policies within the GAS Studio. We ask them to consult with the Directors if there is an item they are unsure how to dispose of.

Environmental target: To complement the above initiatives, we have one overarching target to guide our environmental approach.

Strive for carbon neutral status by reducing our carbon emissions from operations annually, with the aim of becoming a zero carbon business by 2028.

Social

- We value our team. We make sure all team members enjoy their work by giving them every possible opportunity to express themselves, fulfil their potential, and fit their work around other important aspects of their lives.
- We allow flexible working by allowing our team members to choose their own place and time of work. This helps team members maintain a healthy work-life balance.
- We maintain healthy relationships with our customers and accommodate their needs wherever possible.

- We use local suppliers where possible to reduce our carbon footprint and stimulate the local economy.
- We only deal with ethical organisations that treat their staff well. We try to create opportunities for young talented individuals with strong ethics and help them to develop their careers by getting them involved in our work and helping to promote them.
- We comply with all equal opportunities laws and regulations.
- We actively promote the benefits of socially responsible business.
- We refuse to work with organisations involved with ethically dubious activities such as military systems, tobacco, junk food, nuclear power, hunting, animal testing and genetically modified crops.

Financial

- We're committed to building a strong, valuable brand.
- We'll keep costs to a minimum by virtual meetings with clients when possible, using modern communication technologies.
- We'll avoid ethical liabilities by implementing our social and environmental sustainability policies.
- We'll minimise debt and other financial liabilities.
- We'll invest in sustainable businesses to help encourage the growth of a sustainable economy, as well as providing the business with a strong long-term investment portfolio.
- We'll implement simple, effective business systems so that the business runs efficiently and can be picked up between individuals, rather than reliant on one team member's insight.

We review this policy and the way it's being implemented regularly, and inform staff of any changes to our sustainability policy and practices. All employees are responsible for their adherence to the principles of our sustainability policy.