



---

## Recycling Policy

Scope and Purpose	To guide staff and students in showing that Belfast Bible College adhere to best guidance as far as is practicable
Implication of non-adherence	Danger to environment and unnecessary wastage of precious resources
Compliance and Regulatory requirements	To comply with Waste Framework Directive 2008/98/EC and Waste protocols
Who uses the process?	All employees and students of Belfast Bible College
Roles and Responsibilities	The Operations Manager is responsible to the Board for the implementation of this policy
Policy Review	The policy should be reviewed and confirmed every 2 years or when notified of change in legislation.
Date Last reviewed	July 2021
Date of next review	August 2022

Belfast Bible College are committed to providing a quality service in a manner that ensures a safe and healthy workplace for our employees and minimises our potential impact on the environment. We will operate in compliance with all relevant environmental legislation, we will strive to use pollution prevention, and environmental best practices in all we do.

### **We will:-**

- integrate the consideration of environmental concerns and impacts into all of our decision making and activities;
- promote environmental awareness among our employees and students and encourage them to work in an environmentally responsible manner;
- train, educate and inform our employees and students about environmental issues that may affect their work;



- reduce waste through re-use and recycling and by purchasing recycled, recyclable or re-furnished products and materials where these alternatives are available, economical and suitable;
- promote efficient use of materials and resources throughout our facility including stationary, water, electricity, raw materials and other resources, particularly those that are non-renewable;
- avoid unnecessary use of hazardous materials and products, seek substitutions when feasible, and take all reasonable steps to protect human health and the environment when such materials must be used, stored and disposed of;
- purchase and use environmentally responsible products accordingly;
- where required by legislation or where significant health, safety or environmental hazards exist, develop and maintain appropriate emergency and spill response programmes;
- communicate our environmental commitment to clients, customers and the public and encourage them to support it; and
- strive to continually improve our environmental performance and minimise the social impact and damage of activities by periodically reviewing our environmental policy in light of our current and planned future activities.