

### Policy Statement

The Red Hen Project recognises that our activities may harm the environment and that we should take steps to minimise adverse impacts. We will strive to make a positive contribution to protecting and enhancing the local and global environment through implementing the following measures.

### Waste

#### Reduce

- Non-essential documents and emails will not be printed
- We will ensure all printing and photocopying is double-sided, where possible
- We will use the phone, e-mail, Teams (or other digital communication platform) or face-to-face discussion for communication wherever possible to reduce paper use

#### Reuse

- Wherever possible we will try to find a second life for items through local charitable reuse schemes or donations to local voluntary organisations (e.g. donated school uniforms, furniture, computers, mobile phones, and other electrical goods)
- Scrap paper used on one side only will be used for printing internal or draft documents and for making note pads etc.
- Envelopes, stationery, and packaging will be reused where practical
- Items will be repaired rather than replaced whenever practical

#### Recycle *(only after considering reducing or reusing)*

We will use all recycling opportunities provided by premises and venues we use

### Purchasing

We will purchase fairly traded goods where practical

### Energy

- We will seek to minimise the use of energy in all our activities where possible
- Lights and equipment will be switched on only when in use and not left on 'standby'
- New electrical goods purchased will be 'A-rated' where practical

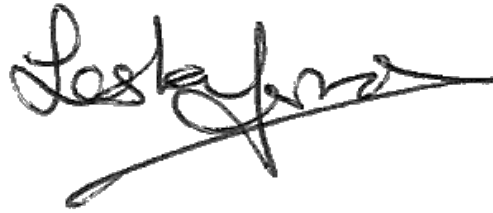
### Water

We will conserve water where possible

The Red Hen Project - Environmental Policy		
Registered Charity No: 1183845	Last review: September 2018	Status: Approved
Document Number: RH-POL-ENV v 2.0	Due for review next: Spring 2026	Page 1 of 2

This policy was adopted at a meeting of The Red Hen Project Trustees Held on **10<sup>th</sup> February 2022**

Signed on behalf of the trustees



Name of signatory

Lesley Ford

Role of signatory (e.g. chair)

Chair of Trustees

Date to be reviewed

**Spring 2026**






# RED HEN POLICY & PROCEDURE - ENVIRONMENT (February 22)

Final Audit Report

2022-03-19

Created:	2022-03-18
By:	Sarah Crick (sarah.crick@hsg.global)
Status:	Signed
Transaction ID:	CBJCHBCAABAAE5dJbfARg70ob2hYY0XkjARksnJDze2R

## "RED HEN POLICY & PROCEDURE - ENVIRONMENT (February 22)" History

-  Document created by Sarah Crick (sarah.crick@hsg.global)  
2022-03-18 - 6:59:46 PM GMT- IP address: 81.151.181.232
-  Document emailed to Lesley Ford (chair@redhenproject.org) for signature  
2022-03-18 - 7:00:03 PM GMT
-  Email viewed by Lesley Ford (chair@redhenproject.org)  
2022-03-19 - 10:53:47 AM GMT- IP address: 81.98.98.124
-  Document e-signed by Lesley Ford (chair@redhenproject.org)  
Signature Date: 2022-03-19 - 10:54:23 AM GMT - Time Source: server- IP address: 81.98.98.124
-  Agreement completed.  
2022-03-19 - 10:54:23 AM GMT