



MILK EDUCATION ECO CHARTER

The following document outlines the rules, regulations, vision and goals put in place by Milk Education with regard to environmental issues.



OUR ECO CHARTER

TABLE OF CONTENTS

01

OUR COMMITMENTS TO THE ENVIRONMENT
A brief overview of our Eco Charter

02

OUR ECO COUNCIL
Our internal representatives championing the cause

03

OUR OFFICE ENVIRONMENT
How we maintain our high standards internally

04

WORK WITHIN THE COMMUNITY
How we spread awareness and take an active role

05

CHARTER BREAKDOWN
An simple explanation of our eco strategy



OUR COMMITMENT TO THE ENVIRONMENT

Throughout this document, Milk Education will outline how our day-to-day practices accumulate to cultivate a universal sense of environmental responsibility within the business and outline how the company interacts with the local and global community with regard to aiding the present and future preservation of the wellbeing of our planet and its inhabitants. Beyond a simple corporate and social responsibility, we feel that there is an ethical imperative to ensure the protection and safeguarding of the world that we live in. This charter will act as a common standard for the sustainable way of life we seek to create and enforce throughout all of our sister companies: Milk Education, Aspion and The Advocate Group. Together, we will forge a shared vision for equality, inclusion and respect for the environment and our eco system.

Our commitments to the environment are numerous and will be outlined in the next few chapters of this eco charter. They include, but are not limited to: the appointment of an eco council to conduct quarterly environmental reviews, assisting the local community with efforts to clean up our oceans and recycle waste and adapting our behaviour in order to help secure the Earth's beauty and bounty for future generations. To do this, we will take great care that our internal production and consumption is responsible and our principles are upheld by all of our staff. Our firm resolve to achieve a sustainable society can only begin from within, and so we have penned this charter for both internal and external use in order to inform the larger world of our stance, while educating our staff on the rules and regulations which they will be expected to adhere to.

At Milk Education, we take our environmental corporate and social responsibilities very seriously. They shape both our internal operations and our detailed decision making processes.



GET TO KNOW OUR ECO COUNCIL



In order to ensure that we stay up-to-date with any changes occurring within the community and to review our work to remain an eco-friendly organisation, we have founded an eco council of employees who hold particularly strong opinions around the topics of conservation, recycling and creating sustainable office environments.

Our Eco Council work to keep the business on track with any new developments and collaborate on ways in which we can work harder to meet our corporate and social responsibilities with a particular focus on environmental issues.

Headed by Managing Director Glen Walsh, our Eco council was founded to embody our organisations' common determination to make a difference on environmental issues within our industry and to spearhead our involvement in the local community's environmental sphere.

“When there is so much we can be doing to protect our planet, the worst thing we can do is stand idle. Stand up, make a difference. Where others may be silent, allow your voice to lead the way toward positive change.”

– Glen Walsh, Managing Director



OUR OFFICE ENVIRONMENT

MAINTAINING OUR STANDARDS INTERNALLY

Within all of our offices, we enforce an eco code in order to maintain an orderly and eco-friendly environment. As a result, we have now banned single-use plastics including water bottles and disposable straws. Instead, we promote the use of re-usable water bottles / coffee mugs and provide all of our staff with glasses, mugs and cups in order to make sure that everyone has access to more sustainable drinking receptacles. Recyclable paper straws are also available in our offices as an alternative to plastic ones. Our dedicated food preparation areas have been outfitted with energy-efficient appliances, filtered water taps and re-usable cutlery. This provides our staff with the space and means to avoid heavily packaged meals and cut down on their plastic consumption at lunch times.

Energy conservation is important to us as a business, as we have a responsibility to help reduce energy consumption in corporate workspaces. We are striving to reduce our carbon footprint wherever we are able to. As such, we limit the amount of time which computers can remain on for – ensuring that all staff hibernate them when away from the screen and switch them off when leaving in the evening. We also have motion sensors fitted for our lighting that will only turn on when movement is detected. This allows us to preserve as much energy as possible and prevent wastage when the office is closed. On top of this, we actively encourage our staff to use public transport when travelling to and from work. Many of our employees walk and utilise public transport and those who cannot are encouraged to car-pool.

As a business, we are making a conscious effort to reduce the amount of non-recyclable waste we produce. In accordance with this, we have cut down on the carbon footprint of our merchandise and office supply orders by buying in bulk from local suppliers and reducing the frequency of our orders. We also make use of designated recycling bins within our offices to ethically dispose of materials such as paper, cardboard, glass, metal and certain plastics.

Part of our eco code dictates that we only utilise recycled paper for printing and keep its use to a minimum on the path to cleaner, greener workspaces. As we are striving for paperless offices, we take full advantage of digital technologies such as phones, tablets and computers where possible. Part of our paperless office aspirations have led to the implementation of an online portal for internal and external forms. This cuts down on our paper use considerably.



WORK WITHIN THE COMMUNITY

At Milk Education, we aim to spread awareness about environmental responsibility to as many people as possible. We have our very own internal eco council in which we hold quarterly meetings; this allows us to implement ideas on how educate our staff, guests, friends and families about our eco charter and what we can be doing as part of the local community to ensure that we are working toward greener cities and a more environmentally conscious future.

Part of the way we share our environmental principles with the community is to only produce 100% recycled or recyclable materials for our marketing and promotional efforts. In practice, this means that all of our business cards, flyers and brochures are printed on recycled paper. Where we are able, we try not to print any products at all and instead publish our promotional materials online as PDF documents. Not only can these be shared just as easily as physical copies, but they vastly cut down our carbon footprint by removing the need for printing and transportation.

Our current line of eco-friendly merchandise includes:

- Re-Usable Coffee Mugs
- 100% Recycled Polypropylene Rulers
- Glass Mason Drinking Jars
- Grow your own Plant Kits
- Paper Straws
- Re-usable Shopping Bags
- 100% Recycled Flyers
- 100% Recycled Business Cards



SINGLE-USE PLASTIC BAN

To help cut down on our production of non-recyclable waste, we have banned the use of single-use plastics such as water bottles and disposable straws. Instead we provide drinking glasses and paper straws. For those who prefer drinking from a bottle, we encourage the use of re-usable water bottles.



COMMUNITY EFFORTS

We work with local schools, businesses and organisations to spread awareness of environmental issues and raise funds for local green charities and schemes.



RECYCLING WITHIN OUR OFFICES

We employ glass, paper, metal, cardboard and plastic recycling bins in all of our offices, so that our employees can dispose of waste responsibly.



MEAL PREPERATION AREAS

In order to cut down on the amount of packaging and disposable cutlery waste we produce, we provide a meal preparation area in all of our offices. This area includes energy efficient cooking appliances, reusable cutlery / crockery and a filtered water tap.



ECO LESSON PLANS

As part of our efforts in the community, we provide teachers and support staff within our local partner schools with specially tailored eco-friendly lesson plans. These have been specifically tailored to teach young people about the importance of protecting our planet and inform them about how they can do their part.



ONLINE PORTALS

In order to cut down on our use of paper and to work towards our goal of paperless offices, we have transferred our registration, internal and external forms onto secure online portals. These allow us to collect relevant data in a safe manner, while also protecting the planet.

DETAILED BREAKDOWN



PAPER USAGE



As we strive towards a paperless office, we are phasing out the use of paper at our desks. As part of this process, we now purchase and use only recycled paper stock and keep printing to a minimum where possible.



ENERGY CONSERVATION

As we are a business operating in a digital age, we must use electricity in our day to day operations. In order to conserve energy and keep usage to a minimum, we have implemented several measures. These include the installation of motion-sensor triggered lighting and the implementation of computer 'sleep' mode during breaks. All of our computers and outlets are powered down and switched off over night.

ECO COUNCIL



Our eco council has been elected from several key individuals within our sister companies who have a keen interest in protecting the environment. The group is spearheaded by Managing Director Glen Walsh and conducts quarterly reviews to discuss our energy consumption and suggest ideas on how the business can be greener..



RESPONSIBLE CONSUMPTION

In order to reduce our carbon footprint and keep a eye on our consumption, we purchase all of our stationary and supplies from responsible local businesses. We buy in bulk to cut down on our transportation pollution and keep the businesses we order from local in order to reduce how far the products must travel to reach us.

RESPONSIBLE PRODUCTION



All of our promotional merchandise is reusable, recyclable or made from recycled materials. Please see our 100% recycled info cards for more information about why we have selected each product and how it relates to our eco charter and environmental stance.



TRANSPORTATION SCHEMES

When choosing our office locations, we kept in mind the local accessibility to public transport. This has allowed us to create and implement a great 'green travel to work' scheme which encourages employees to walk, cycle or take public transport when heading to work. Where this is not possible, we encourage our staff to car-pool to cut down on their emissions.



For more information about our eco charter and the ways we have adapted our daily lives in order to protect the environment, please call our Head Office on 0151 209 2050.