



ENVIRONMENTAL POLICY

Lyreco is a supplier of workplace solutions including general office products, business machines, furniture, PPE and hygiene products to a diverse customer base across the UK and Ireland. We have two National Distribution Centres, one in Telford, Shropshire and the other in Dublin, Ireland. We ship goods daily to our Regional Distribution Centres across the UK and Ireland. We operate a large sales force and distribution network, plus a Head Office in Telford. The scope of our environmental management system covers:

“The sale and distribution of workplace solutions including general office products, business machines, furniture, PPE and hygiene products”

The volume environmental impacts of our business are use of resources such as packaging, consumption of fuel for our fleet of vehicles, consumption of energy at our sites and the generation of waste. Our aim is to manage and reduce the potentially harmful effects of these and other identified environmental impacts through setting of objectives and targets, which will be supported by improvement programmes and reviewed regularly, at minimum annually.

Our policy commits us to carrying out our core business in as sustainable manner as practicable, taking cost into account, in line with our Corporate Responsibility Strategy.

This includes a commitment to:

- Pollution prevention and protection of the environment
- Continually improve our environmental management system to enhance environmental performance
- Fulfil all our compliance obligations

Lyreco seeks to ensure clear communication throughout our organisation and as such we will communicate our policy through appropriate channels to employees and individuals working on behalf of Lyreco. To ensure achievement of our objectives, we will help employees implement the policy in their day-to-day work, through communication of the objectives, targets and improvement programmes along with related activities which help to raise environmental awareness.

Lyreco will work on behalf of customers with suppliers to ensure a range of products are available each year that carry environmental credentials. We will engage our supply chain in sustainability through our “Sustainability Action Plan”.

Adherence to this policy is the responsibility of the Senior Management Team of Lyreco. The policy is reviewed annually for appropriateness and approved by the Managing Director.

A handwritten signature in black ink, appearing to read "MSW", is written over a horizontal line.

Michael Milward
Managing Director