

Keyfort Limited Environmental Policy Statement

In accordance with ISO 14001:2015 (non certified)

Keyfort Limited is committed to minimising the impact of its activities on the environment. The key points of its policy to achieve this are:

- Minimise waste by evaluating operations and ensuring that they are as efficient as reasonably possible.
- Minimise power consumption through the selection of power efficient information communication technology (ICT) equipment where reasonably possible at the design and specification stage.
- Actively promote recycling both internally and amongst its customers and suppliers.
- Source and promote a product/service range to minimise the environmental impact of both production and distribution.
- Meet or exceed all the environmental legislation that relates to the Company.

This policy is implemented in accordance with ISO 14001:2015¹

What is ISO 14001:2015

ISO 14001 is an internationally agreed standard that sets out the requirements for an environmental management system. It helps organizations improve their environmental performance through more efficient use of resources and reduction of waste.

ISO state, ‘accredited certification to ISO 14001 is not a requirement, and organizations can reap many of the benefits from using the standard without going through the accredited certification process.’² Keyfort Ltd has elected to be non-certified.

¹ ISO 14001:2015

https://www.iso.org/files/live/sites/isoorg/files/archive/pdf/en/introduction_to_iso_14001.pdf 21/04/2017

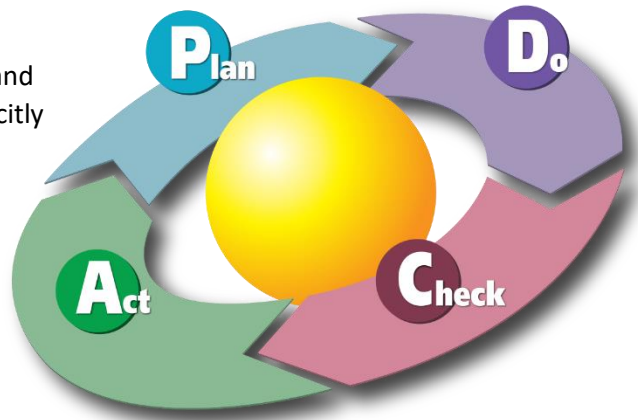
² International Organization for Standardization ISO Central Secretariat Chemin de Blandonnet 8 Case Postale 401 CH – 1214 Vernier, Geneva Switzerland iso.org, ISBN 978-92-67-10648-9 pp 8.

Methodology (ISO 14001:2015)

What is methodology?

Methodology is the justification for using a particular method.

To facilitate assessment, action, verification and follow-on action as and when required, implicitly states the need for an ongoing process. For this purpose the plan, do, check and act (PDCA) cycle method has been adopted to implement the Keyfort environmental policy.



1. Plan

As previously stated Keyfort's objectives are to:

- 1.1. Minimise waste by evaluating operations and ensuring that they are as efficient as reasonably possible.
- 1.2. Minimise power consumption through the selection of power efficient information communication technology (ICT) equipment where reasonably possible at the design and specification stage.
- 1.3. Actively promote recycling both internally and amongst its customers and suppliers.
- 1.4. Source and promote a product/service range to minimise the environmental impact of both production and distribution.
- 1.5. Meet or exceed all the environmental legislation that relates to the Company.

2. Do

- 2.1. Policy sponsor: Managing Director
- 2.2. Incorporating environmental considerations during IT system design will be the responsibility of the senior technical design authority for that particular project.
- 2.3. Environmental consideration re general office operation will be the responsibility of all staff involved.

3. Check

- 3.1. Keyfort's cloud computing operations will be maintained at or below the defined power consumption measured in current (amps) or power (current (amps) x potential difference (volts) measured in watts). This will be monitored by the Keyfort Operations team.
- 3.2. General office consumption and waste levels will be monitored by Keyfort's Company Accountant.

4. Act

The results will be reported to the policy sponsor, the Managing Director, who will authorize action as appropriate within statutory and financial constraints with a view to continual improvement.

Keyfort will consider both operational and strategic approaches to continued environmental efficiency improvements.

Authorized December 2016 by

R N Clayton

Managing Director

Effective 1st January 2017³

³ Supersedes Keyfort Ltd – Environmental Policy Statement 1v0 effective 27th April 2012