

ENVIRONMENT POLICY

Applies to: The Organisation

Version Number: 9

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POLICY STATEMENT

Direct Care Australia (DCA) recognises its work activities have the potential to impact the environment. This policy outlines DCA's commitment to fostering environmental sustainability, and in particular to minimizing pollution and other detrimental effects to air, land and aquatic based ecosystems, cultural heritage and the general community as a result of its work activities.

DCA will minimise the potential harmful effects of any day-to-day activities wherever and whenever possible, using environmental laws, regulations, policies, and codes of best practice as the minimum standard to underpin its environmental management system planning and performance. DCA is committed to continuous improvements in environmental performance and the prevention of pollution and will continuously monitor its impact on the environment and conserve resources wherever possible, through efficient use and careful planning.

The potential impacts DCA activities may have on the environment are primarily the depletion of natural resources due to the generation of paper waste, the consumption of natural resources (such as water), energy (such as electricity and petrol) and contribution to pollution in the form of greenhouse gases (due to the use of fuels and generation of hazardous waste such as photocopier and printer toner and ink cartridges and vehicle emissions).

DCA therefore recognises its responsibilities to minimise waste, especially hazardous and paper waste, and will dispose of all waste through safe and responsible methods. DCA commits to the "reduce, re-use, recycle" principle. To this end DCA is working to an electronic working environment to limit the use of paper in its business activities. Most office documents will be maintained and stored for easy access on the company computer drives and on its intranet. We will recycle our ink cartridges and waste paper and reduce our electricity consumption where possible by the use of energy saving lighting and the use of natural light.

SCOPE

The CEO is responsible for providing adequate resources to maintain and continuously improve system performance, including the maintenance of ongoing compliance with legislation, standards, principles and guidelines.

Managers are responsible for ensuring that an environmental management system is incorporated into the overall Quality Management System, implemented and maintained in accordance with legislative requirements and for reporting to the CEO on the performance of the environmental management system and recommending opportunities for review and improvement.

All staff members of the organisation are to maintain awareness of and implement applicable policies and procedures and any changes to them, and must actively support the system, report on its performance, including identifying innovations and opportunities for improvement and contribute to protecting the environment.

Related Organisational Policies:

Risk and Hazard Management

Related Organisational Procedures:

Environmental Protection

Legislative Reference:

Environment Protection Act (SA) 1993

Environment Protection Regulations 2009

Environment Protection (Waste to Resources) Policy 2010