

## Environmental Policy

Toyota Gibraltar Stockholdings recognises that virtually all the activities of an organisation or an individual have some impact on the environment. Our aim is to reduce the impact of our own organisation through a programme of continuous improvement.

### **We are committed to:**

Complying with current legislation and, where practical, seek to meet future legislative requirements ahead of relevant deadlines and address environmental responsibilities within the framework our operating procedures.

By:

- ☐ Switching off PCs / electronic equipment when not in use (where possible, reduction in use of 'stand-by' mode).
- ☐ Switching off lights when not in use.
- ☐ Use of fresh-air and shade rather than air-conditioners when possible.
- ☐ Using and promoting "paperless" processes in pursuit of our day to day business.
- ☐ Managed use of photocopier, printing double-sided where possible.
- ☐ Preferential use of recycled paper and card.
- ☐ Control of any activity which could have damaging emissions.
- ☐ Preferential use of consumables which are more environmentally-friendly e.g. Cleaning products.
- ☐ Use (and re-use) products as much as possible.
  - Donate our old or dead I.T. equipment to a Spanish gentleman who uses them to train under-privileged and problem children in La Linea, Spain about I.T.
  - Donate our old but still operational I.T. machines to local schools to aid them in their learning.
- ☐ Collection of tins and cardboards and disposing them in recycling bins.
- ☐ Collection of batteries and appropriately disposing them.
- ☐ Recycling of spent cartridges.
- ☐ Encouraging the use of third parties who are environmentally friendly.
- ☐ Encouraging the use of suppliers with an environmental policy
- ☐ Disposal of hazardous wastes appropriately e.g. oil filters, lubricants, oil etc.
- ☐ Use of water based paints which are environmentally friendly.
- ☐ Appropriate disposal of parts packaging.
- ☐ Appropriate process of de-waxing vehicles and removal of waste product.
- ☐ Establishing plans and implementing relating training of our employees to prevent environmental incidents and handle emergencies.
- ☐ Communicate this policy and other appropriate information to employees and to stakeholders upon request.
- ☐ Encourage employee feedback on potential improvements and deficiencies in our environmental business practices.

Evidently, there are many more everyday situations which have an impact on our environment - this list is in no way definitive – but it will set the pattern of thinking and will encourage a better environmental awareness throughout TGS.