

Environmental Policy

Date issued: 20/04/2019
Next review date: 27/09/2024



Environmental Policy

Reference number:	FE05
Policy Approved by:	David Newton - MD
Date of Approval:	20/04/2019
Date Issued:	20/04/2019
Next Review Date:	27/09/2024
Document Owner (Author):	Mike Baldwin - DPO

Version Control and Summary Changes

Version Number	Date	Reviewed By	Comments (details of changes)
V1.0	01/04/2019	N Harper	First version
V1.1	01/04/2020	N Harper	Reviewed – no changes
V1.2	27/09/2022	Mike Baldwin	Change of Owner / Author
V1.21	15/06/2023	Mike Baldwin	Change of Approver
V1.3	19/09/2023	Mike Baldwin	Update scope & R&R following stage 1 14001 audit
V1.4	29/11/2023	Mike Baldwin	Scope of ID Medical Group Holdings added

Table of Contents

Environmental Policy3

Roles and Responsibilities & Key Contacts 4

Continuous Monitoring..... 4

Scope and Interested Parties5

Aims.....6

Principles.....6

Environmental Policy

ID Medical Group Holdings Ltd is a leading UK national recruitment agency operating in the healthcare sector. We source and place Doctors, Nurses, Allied Healthcare Professionals & Primary Care workers into 90%+ of NHS hospitals.

ID Medical Group Holdings Ltd comprises: ID Medical Group Ltd. The Locum Consultancy, Locum24 and Nursing24. All companies are included by reference to ID Medical.

An overview of our E2E process begins with our Commercial Bids team and progresses through our Projects, Operations, Compliance and Finance business areas. These are supported by dedicated IT, Analytics, Marketing and HR teams.

Our operations business areas are segregated by specialism to engage Doctors, Nurses etc. and engage and develop relationships with our NHS trust clients.

We also provide clinical services whereby we deliver minor surgical procedures as part of a contract with clients via our Clinical Services business. For this, we are registered with the CQC (Care Quality Commission) and have already attained ISO 9001 (FS714789).

ID Medical recognises that as an employer and provider of services within the medical business sector, the act of conducting its core business activities has an impact on the environment.

ID Medical endeavours to achieve a more sustainable future for all, by taking steps to minimise any adverse environmental impact in the way it operates and discharges its responsibilities.

It achieves this by:

- Complying with all applicable environmental laws and regulations
- Identifying and minimising the impact on the environment
- Reviewing performance and processes to continually strive towards improvements as far as is feasible
- Raising awareness among colleagues, contractors and clients

ID Medical is committed to reducing environmental impact and continually improving its environmental performance as an integral part of its business strategy and operating methods, with regular review points. We also encourage our clients, suppliers, partners, and other stakeholders, eg, contractors and service providers to do the same.

Where and when additional direct action to reduce environmental impact becomes unfeasible, consideration will be given to appropriate carbon offset programmes to achieve a carbon-neutral target.

ID Medical is currently progressing ISO14001 Environmental Management standard – scheduled for Dec 2023.

Roles & Responsibilities and Key Contacts

The Executive Team is responsible for ensuring that the environmental policy is implemented, supported by our contracted business partner, Pure Group.

Role	Responsibility
Managing Director	Overall responsibility for policy implementation
HR Director	Executive Sponsor reporting into Exec Team
Head of Projects & Infrastructure Manager	Responsible for operational implementation of policy
All UK Colleagues	Individual responsibility to be aware of and adhere to policy requirements
Pure Group	Contracted facilities partner
QI Consulting	Contracted SME consultant to provide ISO14001 technical input
Barbour (formerly Cedrec)	Contracted SME consultant to provide and update ISO14001 legal register

Further information can be obtained from the Head of Projects or Infrastructure Manager by emailing info@id-medical.com

Continuous Monitoring

In order to achieve maximum results, ID Medical has a set of procedures in place to review different environmental aspects. A formal review of the organisation's environmental impact is conducted annually following an internal review. The internal review considers progress made against stated targets in the Carbon Reduction Plan and potential new ways to reduce emissions and carbon footprint. Progress is recorded and agreed actions are allocated.

This ongoing monitoring looks at ways to continually reduce the business's carbon footprint. Specific elements are monitored in an Aspects Register and include:

- Waste management with smart technology where possible
- Energy, fuel management and vehicle emissions
- Water use management
- Use of natural resources
- Hazardous waste management
- Recycling materials where possible

Scope and Interested Parties

This policy applies to all individuals and businesses in the UK associated with ID Medical Group Holdings Ltd including:

- ID Medical Group Ltd, The Locum Consultancy, Locum24, Nursing24
- Colleagues who work from the Milton Keynes premises, commute to work, etc
- Healthcare Professionals assigned to complete contracts and commute to their (NHS) place of work.
- Contractors and visitors who visit the Milton Keynes premises to conduct audits and equipment inspections, etc
- Business partners engaged with various aspects of running the business
- Clients that are typically NHS hospitals in supporting their endeavours to achieve their emissions reductions targets
- Landlord who leases the MK premises and maintains the site
- All areas of ID Medical's business activities, eg, Operations, IT, Finance, Compliance, Analytics, Business Support
- All UK facilities, estates and locations used by ID Medical
- Regulators and relevant legislative bodies providing overall oversight
- The appropriate use and management of all resources used to conduct the core business activities, eg:
 - Gas, electric, water, paper
 - Controlled and medical waste
 - Goods and services procured for the business

Additionally, ID Medical endeavours, wherever possible, to utilise 'eco-friendly' sustainable and alternative products, and improve cost effectiveness, diversity, productivity and working conditions for itself and its partners to meet the current environmental legislative requirements and responsibilities.

Associated policies include:

- FE07 – Carbon Reduction Plan
- FE10 – Facilities Waste Management Procedure
- FIN04 – Environmentally Sustainable Purchasing Policy

Aims

The aims of this environmental policy are to:

- Ensure that ID Medical meets the required levels of compliance in accordance with environmental legislation and NHS national targets, in particular, regarding controlled and general waste disposal
- Minimise ID Medical's adverse impact on the environment
- Promote continuous improvement as is feasible

Principles

- ID Medical continually monitors environmental changes to legislation and any developments in relation to clinical and general waste disposal via the CEDREC platform, with a view to adopt and or amend internal processes and practices wherever reasonably practicable.
- Colleague awareness of environmental issues and their impact in the workplace is enhanced and maintained via: induction, updates, notices and ad-hoc events, eg, World Environmental Day and through the company-wide publication of relevant policies and procedures.
- ID Medical's Environmentally Sustainable Purchasing Policy encourages partnerships and endeavours to ensure that each of its partners are environmentally aware and working towards being 'eco-friendly'. Whenever possible, ID Medical seeks to support other professional agencies, such as the Environmental Agency and Local Authorities, by reporting instances that have, or may have, a detrimental effect on the environment.