

## Policy Statement

**Griffin Fire** (the trading name of Griffin and General Fire Services Ltd) is committed to the provision of a top quality service for the supply and maintenance of fire-fighting appliances. The quality and environmental objectives will be continuously reviewed.

**Scope:** the design, installation, commissioning, verification and maintenance of: fire detection and fire alarm systems. Installation and maintenance of portable fire fighting equipment in accordance with SP101 requirements within London and the South East with up to seven service engineers.

**Griffin Fire** operations have a positive effect on the environment by:

- Educating customers to prevent fires from starting
- Fire detection systems to alert customers to fires while still containable
- Provision of fire fighting equipment to enable customers to stop fires in their early stages

**Griffin Fire** has adopted the following standards:

- BS EN ISO 9001:2000 (FS 29678) quality systems, model for quality assurance in production, installation and maintenance.
- BS EN ISO 14001:2004 (EMS 54701) environmental management systems – specification with guidance for use.

The **Griffin Fire** manual defines the controls applied and the procedures adopted within the organisation. The procedures are required to be implemented and maintained at all levels of the company and are therefore binding on all staff. Company objectives specific to the environmental policy include:

- Increased use of information technology
- Increased use of recycled & environmentally friendly products and services
- Increased segregation of waste
- Reduced energy consumption

The SMART (specific, measurable, achievable, realistic and time-bound) targets are found in the environmental summary and action plan. Additionally **Griffin Fire** is committed to the principles of continuous quality and environmental improvement, the prevention of pollution and to meeting all of the relevant legislation.

Environmental improvement is measured and quantified against key environmental indicators and discussed during staff meetings. The authorities of all Griffin Fire staff to carry out duties and responsibilities are implicit.

A handwritten signature in black ink, appearing to read 'Peter Latham', written in a cursive style.

Peter Latham  
**General Manager**

1 January 2006  
3 January 2007 (reviewed)  
2 January 2008 (reviewed)