

## Environmental & Sustainability Policy for V4One

ABI Business Services Ltd trading as V4One recognises that it has a responsibility to the environment beyond legal and regulatory requirements. We are committed to reducing our environmental impact and continually improving our environmental performance as an integral part of our business strategy and operating methods.

### Responsibility

Gurpal Gill, Director-Legal & Regulatory, is responsible for ensuring that this environmental policy is implemented, however, all employees have a responsibility in their area to ensure that the aims and objectives of this policy are met.

### Policy aims

We endeavour to:

- A Comply with all relevant regulatory requirements.
- B Continually improve and monitor environmental performance.
- C Continually improve and reduce environmental impacts.
- D Incorporate environmental factors into business decisions.
- E Increase employee awareness and training.

### Paper

We will:

- A Minimise the use of paper in the office.
- B Reduce packaging as much as possible.
- C Seek to buy recycled and recyclable paper products.
- D Reuse and recycle all paper where possible.

### Energy and water

We will seek to:

- A Switch off lights and electrical equipment when not in use.
- B Adjust heating with energy consumption in mind.
- C Take energy consumption and efficiency of new products into account when purchasing them.

## ABI Business Services Ltd trading as V4One via V4One Ltd

Registration Number 2299586 | Company Registered in England | Company Number 08944517 | VAT Number 439726166



0330 124 8389  
0330 118 8870



[www.v4one.co.uk](http://www.v4one.co.uk)  
[helpdesk@v4one.co.uk](mailto:helpdesk@v4one.co.uk)



Cash's Business Centre, 228  
Widdrington Road, Coventry CV1 4PB

## Office Supplies, Office Internal Hardware & Customer Hardware:

### We will:

- A** Evaluate if the need can be met in another way.
- B** Favour more environmentally friendly and efficient products wherever possible.
- C** Reuse and recycle everything we can.
- D** All Hardware items in internal use when approved for upgrades are also always organized to be collected & put into recycling by our recycle partners–this is a compulsory process for our Finance employees to be adhering to at all times.

## Transportation

### We will:

- A** Reduce the need to travel, restricting to necessity trips only where items can't be resolved for our clients remotely.
- B** Promote the use of travel alternatives such as e-mail or video/phone conferencing on client conversations unless specifically warranted as the only option being face to face meetings.

## Maintenance and cleaning

### We will:

- A** Comply with all relevant regulatory requirements.
- B** Continually improve and monitor environmental performance.
- C** Continually improve and reduce environmental impacts.
- D** Incorporate environmental factors into business decisions.
- E** Increase employee awareness through training.
- F** Review this policy and any related business issues at monthly management meetings.

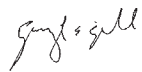
## Culture

### We will:

- A** Update this policy at least once annually in consultation with staff and other stakeholders where necessary.
- B** Involve staff in the implementation of this policy, for greater commitment and improved performance.
- C** Use local labour and materials where available to reduce CO<sub>2</sub> and help the community.

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Best,  
Gurpal Gill



Director-Legal & Regulatory

V4One

**Please note:** If you have any specific queries or concerns around our operational impact on sustainability or environmental policies & processes, please feel free to email [helpdesk@v4cloud.co.uk](mailto:helpdesk@v4cloud.co.uk) & we will aim to respond to your queries as soon as possible.