



Minimum Environmental Requirements of Contractors

Grainger relies on contractors for many tasks which are vital to the sustainable development and continued smooth management of its properties, such as construction, maintenance, cleaning, refurbishment and pest control. It is essential that contractors understand Grainger's commitment to minimising adverse environmental impacts and carry out works in a way that complies with Grainger's environmental policy. All contractors should read this document, which explains Grainger's expectations of them, before starting work, paying particular attention to Grainger's environmental policy which will be sent with this document.

1. Assessing environmental risks

Taking time to consider what environmental risks your work may pose is the first step in understanding how to reduce environmental risks. Before starting work, please complete an environmental risk assessment of the jobs you intend to carry out and outline how you will mitigate against any potential environmental risks.

2. Energy

Grainger is committed to reducing its energy use and associated carbon emissions wherever possible. Contractors should seek to do the same through the following measures:

- If your work requires the use of electrical equipment, please consider purchasing more energy efficient models whenever your equipment is due to be replaced.
- Switch off electrical equipment and lighting when not in use.
- Try to minimise emissions from transport to and from site by using more energy efficient vehicles and actively recruiting your workforce from the local area and lift-sharing where possible.
- At all development sites, contractors are required to report on diesel and electricity consumption on site.

3. Water

Grainger is committed to reducing its water use wherever possible. Contractors should seek to do the same through the following measures:

- Use water sparingly and turn off taps and hoses when not in use.
- Report water leaks immediately.





- At all development sites, contractors are required to report on water consumption on site.

4. Timber

Grainger is committed to ensuring the timber it uses is sourced from sustainably managed forests:

- On new major developments (over 10 units), contractors are required to ensure that 100% of the timber used is from FSC certified sources, and to report this information to Grainger.

5. Waste management

Contractors have a responsibility to manage any waste from a Grainger site appropriately, minimising the amount of waste produced in the first place and reusing or recycling it wherever possible.

- All construction sites with a development cost of over £300,000 are required to create and implement a Site Waste Management Plan.
- Any contractor removing used furniture from a Grainger site (whether during construction, refurbishment or general property management) should try to send it to an appropriate charity for reuse. Historically, these have been collected by Emmaus, but we are also in contact with Sue Ryder and other charities to see if they can arrange collections.
- Any hazardous waste being removed from site such as spent luminaries or refrigerators must be disposed of by a registered hazardous waste disposal company.
- At all development sites, contractors are required to report on waste production and disposal from site on a quarterly basis. Contractors are also required to ensure that at least 90% of waste arising is diverted from landfill.

6. Pollution control

We all have a duty to ensure that the work we do does not cause pollution. Contractors should reduce the risk of a pollution incident through taking the following precautions:

- Wherever possible, select materials which are the least environmentally-damaging.
- Plan carefully to minimise the volume of hazardous chemicals brought onto and stored on-site.
- Keep a folder on-site with COSHH sheets for any chemicals being used.
- Ensure that any hazardous chemicals used are stored upright, in sealed containers, away from drains and off the floor.





- If necessary, bring protective equipment and spill kits with you so you are adequately prepared in the case of a spill. This would be advisable, for example, if large quantities of diesel are being brought on-site for an emergency generator, or if you are painting a large external area.
- Make sure that at least one member of on-site staff is trained in how to appropriately manage a spill to minimise environmental damage, and that all other on-site employees know who to contact in the event of a spill.
- Ensure that all hazardous chemicals are removed from site once your work is complete.

Signed

.....

Relevant senior representative, Date





Version control

Version:	Created / amended by:	Date:	Comments on changes or updates to this version
1.0	Achsah Carter	09/07/2010	
1.1	Alice Ready	14/03/2012	Updates to: <ul style="list-style-type: none">- Header- Energy- Water
1.2	Achsah Carter	30/03/2012	Added new section: <ul style="list-style-type: none">- Timber Removed Appendix A, Environmental Policy. This will now be sent as a separate document to ensure the most up-to-date version is always sent.
1.3	Achsah Carter	15/05/2012	Following discussion with Grainger, this will now be Minimum Requirements for Contractors, rather than Expectations.

