



OSI Office & Educational Furniture

Carbon Footprint policy

OSI specialise in office & educational furniture. We recognise the importance of operational and supply chain sustainability through our participation in the Weaver sustainability programme. We are committed to minimising the environmental impact, increasing the sustainability of our operations and complying with all relevant carbon footprint legislation.

At OSI, the material carbon impact of our operations includes - Scope 1 – transportation, Scope 2 – energy consumption and Scope 3 - waste generated in operations, business travel and goods & services.

Jody Walker our sustainable champion, is responsible for ensuring that the carbon footprint policy is implemented. However, all employees have a responsibility in their area to ensure that the aims and objectives of the policy are met.

OSI has already taken meaningful steps toward decarbonisation by Scope, including:

- Installation and use of **solar panels** to generate renewable energy
- Transition towards **electric vehicles (EVs)** within the company fleet
- Use of **green energy tariffs** where available
- Regular **vehicle maintenance and servicing** to ensure efficiency
- Implementation of **route planning and management** to reduce unnecessary travel
- **Driver training** to improve fuel efficiency and reduce emissions
- Monitoring of:
 - Energy consumption
 - Fleet fuel usage
 - Business travel emissions
- A **robust waste management system**, promoting reuse and recycling to reduce indirect emissions
- Annual **carbon footprint measurement and reporting by Scope**
- Publication of **CSR/ESG impact and policies on the company website**
- Regularly **reviewing emissions data** and identifying reduction opportunities
- **Investing** in new technologies and innovations
- **Engaging employees and suppliers** in sustainability initiatives
- **Aligning with evolving best practices** and regulatory requirements
- Maintaining **transparency** through regular reporting

Any actions will be communicated to our employees, clients and suppliers through use of our website and regular staff meetings. This carbon footprint policy will be made available to all members of staff so they can see our commitments, initial actions and the subsequent results. A full review of this policy will take place on an annual basis.

We provide regular updates to our staff to ensure that they are kept informed and included in our carbon footprint activity. New staff receive carbon footprint training as part of their induction. In addition, we will communicate with our contractors and suppliers to agree how they can support our environmental objectives and targets.



Signed: j Walker

Position: Internal Operations Manager

Policy Start Date: 31st March 2026

Date of Review: March 2027