DeepStore's Environmental Policy

Title	**DeepStore's Environmental Policy**
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Next Review Date	**08 April 2028**

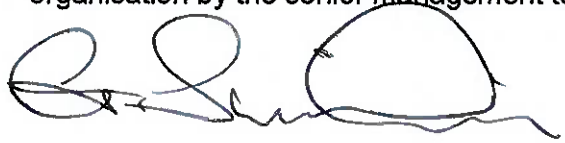
Revision History

Version	Date	Revision Author	Summary of Changes	Approved by and date
V.1 – V.4	18/02/2014 – 02/06/2021	P. Johnson / P. Curran	Changes not included on actual document.	G. Dunn
V.5	04/04/2022	P. Curran	New layout, format, version control and classification added. Environmental objectives wording amended to align with ISO 14001 requirements.	G. Dunn 04/04/2022
V.6	02/04/2024	P. Curran	2-year review. GS is the new MD. No other changes.	G. Sinclair 04/04/2024
V.7	02/04/2026	P. Curran	2-year review. Added to the Policy: "to reduce impact on human health".	G. Sinclair 08/04/2026

ENVIRONMENTAL POLICY

DEEPSTORE is a records management business with storage locations in Cheshire and Greater London. The Cheshire location utilises inactive chambers of a working salt mine to provide the ideal storage conditions for many applications. Although the facility does not carry out manufacturing activities, we recognize that certain aspects of our business have an environmental impact and we must try to minimise these wherever possible to also reduce impact on human health. In conjunction with our existing systems, we will achieve this through an environmental management system, which meets the requirements of ISO 14001 and by:

- Being fully aware of current environmental legislation and ensuring that regulatory requirements are met.
- Reducing or eliminating waste from the organization through the recycling of paper at the end of its lifecycle and reusing single-sided printouts for low priority printing activities.
- Avoiding or minimising any discharges to air, water or land wherever possible and preventing the risk of pollution from our activities through risk assessment.
- Reducing energy consumption by the selection of low-energy lighting, the use of self-regulating air-handling systems and by switching off lights in storage units when not in use.
- Evaluating environmental factors in the procurement process for critical items, such as cardboard packaging and services, utilising sustainable options where available.
- Using a risk-based approach to the scheduling of transport activities and servicing of company vehicles, including the use of electric and LPG alternatives where appropriate.
- Communication of the environmental policy to all personnel through the company intranet and to the public via the company website.
- Monitoring the housekeeping and appearance of the operation through documented audits to prevent environmental impact and preserve safety.
- Establishing environmental objectives, which take into account DeepStore's significant environmental aspects and associated compliance obligations. The environmental objectives are measurable, monitored, communicated and updated as appropriate.
- Review of the environmental performance, business objectives and policies of the organisation by the senior management team to identify improvements.



Gary Sinclair
Managing Director
08 April 2026