



Environmental Guidance for Visitors & Contractors		Document No	DS0010	Iss No	1
Compiled By	I Smith	Date	10/12/2021		
Approved By	I Smith	Date	10/12/2021		

Introduction

Virtue Aerospace Ltd is a precision engineering company specialising in the machining of complex prismatic components & sub-assemblies. We are committed limiting our impact on the environment due to our operations. The company maintains an ISO 14001 environmental management system as part of our commitment to protecting the environment. The company expects visitors and contractors to comply with the environmental guidelines specified within this document and with our Environmental Policy which provides the framework for reducing our environmental impact from our operations. Contractors conducting work on the company's premises must ensure work carried out does not have a negative impact on the surrounding environment.

These guidance notes aim to provide you with some of the information you require to help achieve this. Please take a few minutes of your time to read.

Protection of the Environment

The Environmental Protection Act outlines the duty of care that everyone has to protect the environment. It is important that all visitors and contractors are aware that breaches of the Environmental Protection Act may result in prosecution.

The environmental management system has been implemented and maintained to manage our environmental performance and it is important that all contractors/visitors are aware of this.

In particular the following shall be observed: -

- Ensuring there are no discharges to surface or foul water drains
- Ensuring there are no emissions to the atmosphere
- The proper segregation and disposal of waste

NOTE: - ANY WASTE GENERATED DUE TO CONTRACTED WORKS MUST BE REMOVED FROM SITE AND DISPOSED OF BY THE CONTRACTOR UNLESS OTHERWISE AGREED WITH VIRTUE AEROSPACE LTD PRIOR TO COMMENCEMENT OF THE WORK.

Your legal duty requires that you notify your company representative (company member who is your contact) as soon as you become aware of any occurrence/incident that may cause environmental harm. Examples of environmental occurrence/incident may be a substance spill, the release of controlled gases to the atmosphere (e.g., Chlorofluorocarbon's CFC's) or the release of substances, fuels, coolants etc to the sewer system or surface water drains.

Environmental Incident Reporting

If an environmental incident occurs: -

- Take responsibility by initiating containment action.



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- Advise your company representative (company member who is your contact) that an environmental incident has occurred.
- Provide details of the incident, type and amount of substance causing the incident and the location of the incident.
- Your company representative will ensure that the Environmental Manager is informed and confirm that appropriate action has been taken.

Environmental Noncompliance

Noncompliance with environmental legislation or the company's environmental requirements will not be tolerated. In addition to assessing a contractor's ability to meet requirements of the task within time and cost constraints Virtue Aerospace Ltd will also assess the contractor's ability to perform the work with high levels of consideration to the environment. Should a contractor or their staff observe or become aware of anyone acting in a manner that could impact the environment then action should be taken immediately to prevent this.

Environmental Aspects & Impacts

In order to comply with the requirements of our environmental management system Virtue Aerospace Ltd identifies the aspects of its operations that have an impact on the environment. Any activity carried out on site by a visitor, or a contractor may affect our environmental performance.

Interaction with the environment



Aspect

- Leaving lids off paint

Change to the environment



Impact

- Increase in volatile organic compounds (VOC) emissions
- Spillage leaches into groundwater (contamination)



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Please note that most areas within the company where contracted work is being carried out will have some degree of environmental impact in the form of waste disposal, emissions or resources use.

Control of Substances Hazardous to Health

Virtue Aerospace Ltd stores and uses a range of hazardous substances. Contractors/Visitors will be made aware of any hazardous substances that may be present within the work area if applicable and if necessary, substances may be removed before work commences.

Contractors/Visitors must not bring hazardous substances on site without prior agreement with Virtue Aerospace Ltd. If hazardous substances are needed to fulfil a contracted job requirement, then a copy of the Safety Data Sheet (SDS) must be supplied for assessment prior to commencement of the job. If the contracted work to be carried out is within the proximity of any drains (stormwater or sewer) and the work involves substances that may affect them (i.e., cement, chemicals, cleaning substances etc) then the drains must be covered before commencement of work.

Unauthorised Discharges to Watercourses

Virtue Aerospace Ltd **DOES NOT** hold a Discharge Consent from the local Water Authority therefore no discharges to foul sewers are allowed.

Spill Kits

Spill kits are located throughout the site. If the contracted activity you are carrying out involves the use of environmental hazardous substances, then please request the location of the nearest spill kit from your company representative (company member who is your contact).

Utilities

In line with Environmental Policy and the company's commitment to improving its environmental performance Virtue Aerospace Ltd expects everyone working at or visiting our facilities to adopt our commitment with regards to energy consumption.



Please report any
compressed air leaks

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Water is a valuable commodity; please use it wisely & turn taps off after



Please switch off any unnecessary lights or electrical devices when not

Turn off when not in use

Summary

Virtue Aerospace Ltd requires all contractors/visitors to: -

- Observe & report in advance any likely discharges to atmosphere, sewer or storm water drains
- Remove all waste from site relating to contracted activities unless prior agreed to use on-site disposal facilities
- Reduce the environmental impact of your own contracted work
- Provide Safety Data Sheets for any substances you use prior to commencement of work
- Use energy, raw materials & natural resources efficiently
- Report environmental incidents if they occur

Thank you for taking the time to read this guidance document.



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