

Environmental Management Policy

Hallis respects the natural environment and its life supporting ecosystems, and recognises the adverse impacts human activities can impose on the natural environment.

Hallis recognises its duty to the wider community to minimise its own environmental impacts through the implementation of sustainable and environmental best practice in all aspects of its operations and the continuous development of innovative approaches to environmental management.

Hallis is committed to:

- Maximising the use of all resources and minimising waste, wherever possible.
- Ensuring adherence to all federal, state and local environmental agency regulations and codes of practice.
- Initiating and reviewing environmental objectives and measurable targets to all appropriate activities.
- Promoting staff awareness of environmental issues and providing the training and resources that will enable them to actively contribute to fulfilling our environmental objectives and obligations.
- Assisting, where possible, business, government agencies and community groups engaged in environmental activities.
- Communicating this policy to all interested parties including staff, customers, vendors, suppliers and the general community.
- Responding to inquiries from interested parties relating to this environmental policy.

Our Environment Policy is based on the following objectives:

1. Encourage a sense of environmental responsibility among all employees.
2. Assess the environmental impact of all new activities products and processes in advance.
3. Assess, monitor and examine the impact of current activities on the local environment and any significant environmental impact of these activities.
4. Implement measures necessary to prevent, eliminate or reduce pollution, emissions and waste generation to the minimum and to conserve resources, taking clean technologies into account.
5. Implement measures to prevent accidental emissions of materials or energy.
6. Establish and apply monitoring procedures to check compliance with the environmental policy, and where necessary, establish and update results.
7. Establish and up-date procedures and actions in the case where non-compliance with the environmental policy, objectives or targets is observed.
8. Co-operate with the public authorities to establish and update contingency procedures to minimise the environmental impact of any accidental discharges.

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9. Provide information necessary to understand the company's environmental impacts to the public and participate in open dialogue with the public.
10. Provide appropriate advice to customers on the relevant environmental aspects of handling, use and disposal of the products made by the company.
11. Ensure that contractors working at the site on the company's behalf apply environmental standards equivalent to the company.

Assessing Environmental Risks and Impacts

Hallis utilises "Green Audits" on a regular basis to assess its environmental impacts and risks. A selection of Green Audit activities includes:

- Volume of the waste paper stream is monitored on a periodic basis as waste paper is collected at each workstation and emptied into recycle collection bins as necessary. The purchase of paper is also monitored as reliable and convenient measure of our paper consumption. However, paper bins are investigated during the waste audit to establish compliance rates. The opportunity is also taken to observe the methods of paper reuse being applied at printer/copier stations.
- Walkthrough audits are also undertaken outside core business hours (from 6pm onwards) and sought to establish the manner in which employees leave electronic equipment at the end of the day. Each piece of electronic equipment; monitors, laptops, desktops, printers and photocopiers; was recorded as being powered 'ON' or 'OFF'.

Minimising Resource Consumption and Waste

Hallis does not consume extensive energy and water in the provision of services, but does ensure that internal policies are in place to support minimal consumption. Some examples of this program in place are:

- Cleaning products used are bio-degradable and phosphate free
- Dishwashers have an "eco-save" cycle
- Use of recycled paper
- Encourage double sided printing/photocopying
- Screensavers in place on all computers
- Scripts run each evening to ensure all computers are turned off
- Use of natural light where practical and ensuring lights are turned off in areas not in use.
- Hallis endeavours to reduce waste, by encouraging material efficiency, reducing the generation of waste, and enabling the recovery and reuse of discarded material.

Further information can be obtained from Paris Fent, General Manager, Corporate Services

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