



# Waste Policy

Core Process: Environment (UK)

## Purpose/What does it do?

This Policy is a subsidiary of the Environment Policy and applies the purpose of that Policy to waste.

Sopra Steria is committed to minimising waste to landfill wherever possible and aims to send Zero Waste to Landfill.

The company considers the generation, management and disposal of waste in all aspects of its business and makes them part of its decision-making processes.

It has adopted a waste hierarchy in order to conserve global resources, minimise waste to landfill, reduce carbon emissions and minimise pollution while reducing the costs of waste management.

## Scope/ Applicability

This policy applies to all of Sopra Steria UK.

## Responsibility and Organisation

This Policy inherits the principles of responsibility and organisation of its parent policy, the Environmental Policy and applies them to activities associated with the management of waste.

## Principles

Sopra Steria follows a waste hierarchy: elimination, reduction, re-use, recycle, energy from waste and finally disposal.

It applies this hierarchy in:

- Ensuring we exercise our obligations imposed through the Waste Duty of Care: Code of Practice
- Making a 'Corporate Commitment' to Zero Waste to Landfill
- Disposing of all waste responsibly and in accordance with legislation and processes
- Apply best practice when dealing with 'special' waste, such as Hazardous and Waste Electrical and Electronic Equipment (WEEE)
- Improving waste management by
  - minimising the generation of waste by
    - applying the principles of the Sopra Steria Sustainable Procurement Policy
    - encouraging take-back schemes for electrical products, packaging and other wastes
    - reusing resources and repairing devices where reasonably practicable and safe to do so
  - minimising waste sent to landfill
- Encouraging commitment from employees to aspects of waste efficiency under their control
- Investing in projects to reduce waste across the Sopra Steria portfolio.

**Policy Authorised by:** John Neilson, CEO UK and UK Board Sponsor for Sustainability

**Policy Reviewed by:** Avinash Lunj

**Review Date:** August 2020

