



Water Policy

Core Process: Environment (UK)

Purpose and Scope

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

This policy sets out the priorities and principles of use and for management of water use in offices and other activities associated with the management and use of water.

This policy applies to Sopra Steria Limited, SSCL and NHS SBS [Sopra Steria UK].

Priorities

- Periodically and routinely measuring, monitoring and assessing water consumption and reporting it annually in appropriate channels.
- Encouraging commitment from employees to aspects of water efficiency under their control and the need to use water efficiently and to avoid wasting it - hence reducing the demand for water.
- Avoiding the waste of water by ensuring that water-consuming devices are turned off when they are not being used and checking for leaks regularly and routinely and repairing them quickly.
- Avoiding pollution of groundwater by checking for leaks in fuel tanks regularly and ensuring that they are contained.
- Avoiding contamination of discharges by, for example, using only biodegradable cleaning agents.

Principles

- **Compliance:** Ensure Sopra Steria UK complies and conforms with relevant environmental regulations, national and international policies and standards as well as other water-related obligations agreed with our stakeholders.
- **Awareness and Understanding:** As an office-based business that does not operate any processes that consume water, its consumption of water is modest, and its environmental impact is not significant. However, we recognise that:
 - Sopra Steria UK Head Office in Hemel Hempstead is in a water-stressed area, where over-extraction of water causes depletion of chalk streams with a consequent effect on wildlife and the natural environment.
 - That water used to manufacture and deliver the goods and services that it procures, and so its "water footprint" extends far beyond that of the premises that it occupies and uses.
- **Measurable performance evaluation:** Availability of data to measure and monitor water consumption. Strive to improve quality and reliability of data to help inform decisions as well as identify focus areas for performance improvement and to realise measurable benefits.
- **Continual Improvement:** Show a commitment to continual improvement in water performance by:
 - Considering water efficiency when installing water-consuming fittings.
 - Investing in projects to improve the efficiency of water use across the organisation's portfolio.
 - Considering ways of reusing non-mains water, particularly rainwater and boiler condensate.
 - Engaging suppliers in the need for water stewardship.
- **Training and development:** Provide appropriate training and communications to enhance employee awareness, knowledge and skills required to support responsible resource management of water.

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

Policy Issue: Avinash Lunj, UK Head of Climate and Environmental Sustainability

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