

Environmental Management System Summary

Paperback Collection & Recycling Ltd's Environmental Management System (EMS) is a set of processes and practices that enables the company to reduce its environmental impacts and increase its operating efficiency.

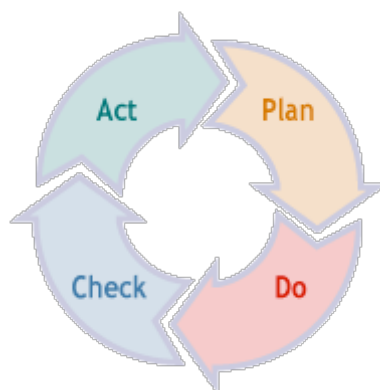
The Environmental Management System (EMS) is a framework that helps the company achieve its environmental goals through consistent control of its operations. The assumption is that this increased control will improve the environmental performance of the company.

The EMS will help Paperback Collection & Recycling Ltd address its regulatory demands in a systematic and cost-effective manner. This proactive approach can help reduce the risk of non-compliance and improve environmental practices.

Basic Elements of the EMS:

- Analyzing the company's environmental impacts and legal requirements
- Establishing programs to control and monitoring environmental impacts
- Ensuring employees' environmental awareness and competence
- Reviewing progress of the EMS and making improvements

The EMS will be regularly reviewed by the site management team and will be amended when necessary to take account of site activities including any incidents/accidents, complaints and near misses.



The Environmental Management System includes the following documents :

- Environmental Policy Statement
 - Environmental Permit
 - Key Environmental legislation
 - Risk Assessment
 - Accident / Pollution Management Plan including site plans
 - Improvement Action Plan
 - Procedure Documents
 - Fire Prevention Plan including site plans, hydrants locations, receptor plans
 - Site Condition Report including current land status reports and all incidents and accidents on site for closure purposes
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Site Procedures will include as a minimum :

- Waste acceptance procedure
- Storage of waste procedure
- Site inspections/monitoring procedure
- Spillage procedure
- Litter control procedure
- Pest control procedure
- Plant and equipment maintenance procedure
- Complaint procedure
- Waste removal procedure
- Waste hierarchy review procedure
- Contractor Instructions
- General site rules
- Maintenance schedule
- EMS review requirement

Records will be maintained as a minimum of :

- Accidents and incidents
 - Complaints
 - Individual training records
 - Training needs assessment including ensuring there are sufficient competent persons, resources and training
 - Load rejection record
 - Maintenance records
 - Site inspection/monitoring records including site security
 - Temperature monitoring
 - Waste hierarchy review records
 - EMS review records
 - Site Improvement Action Plan
 - Waste return records
 - Records of non compliance
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