



ACTION FOR CHANGE & EMPOWERMENT (A.C.E)

# ENVIRONMENTAL POLICY

## 1. Introduction

At Action for Change & Empowerment (A.C.E.), we are committed to promoting environmental sustainability and reducing our ecological footprint. Our goal is to integrate sustainable practices into all aspects of our operations and to foster an environmentally responsible culture within our organization.

## 2. Purpose

This policy sets out the organization's approach to reducing the impact of its activities on the environment. It is designed to:

- Ensure that all employees, volunteers, and stakeholders are aware of their responsibilities regarding environmental sustainability.
- Promote best practices to reduce the environmental impact of our operations, events, and projects.
- Encourage a culture of sustainability across all levels of the organization.

## 3. Scope

This policy applies to all areas of Action for Change & Empowerment's operations, including:

- Office facilities and administrative processes.
- Fundraising activities and campaigns.
- Events and community outreach programs.
- Procurement of goods and services.

## 4. Environmental Objectives

We are committed to achieving the following environmental goals:

- **Waste Reduction:** Reduce the amount of waste we generate and promote recycling and reusing materials wherever possible.
- **Energy Efficiency:** Implement measures to reduce energy consumption and promote the use of renewable energy sources.
- **Sustainable Procurement:** Ensure that the products and services we procure are sourced sustainably and have minimal environmental impact.

website: [www.acegiving.org](http://www.acegiving.org)  
Instagram: [ace\\_giving](https://www.instagram.com/ace_giving)  
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**Action for Change & Empowerment (A.C.E)**  
10, Balfe Street, London, N1 9EG  
Company Limited by Guarantee.  
Registered in England & Wales.  
Company number 07708601



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- **Carbon Footprint:** Reduce our carbon emissions through energy-saving practices and efficient travel management.
- **Conservation:** Protect natural resources by minimizing water usage and other environmental impacts.

## 5. Responsibilities

### (a) Board of Trustees / Directors

The Board of Trustees is responsible for:

- Ensuring that environmental considerations are integrated into the strategic direction of the organization.
- Allocating resources to support environmental initiatives.
- Approving annual environmental goals and progress reports.

### (b) Senior Management and Staff

Senior management and staff are responsible for:

- Ensuring that environmental sustainability is incorporated into operational practices.
- Promoting environmental awareness and training among all employees and volunteers.
- Monitoring, measuring, and reporting on the environmental impact of the organization's activities.

### (c) Employees, Volunteers, and Contractors

All employees, volunteers, and contractors are responsible for:

- Adhering to the environmental guidelines and practices set by the organization.
- Actively contributing to the organization's environmental objectives.
- Reporting any environmental concerns or suggestions for improvement.

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## 6. Sustainable Practices

Action for Change & Empowerment will incorporate the following sustainable practices into its operations:

- **Paper Reduction:** Minimize paper usage by promoting digital communication and using recycled paper when necessary.
- **Waste Management:** Implement recycling programs for paper, plastic, glass, and other materials, and encourage the reduction of single-use items.
- **Energy Conservation:** Use energy-efficient appliances and lighting and encourage turning off devices when not in use.
- **Green Transportation:** Encourage staff and volunteers to use public transportation, carpool, or adopt green transport options like cycling or walking for work-related activities.

## 7. Communication and Awareness

We will:

- Raise awareness of environmental issues among our employees, volunteers, and stakeholders.
- Provide training on sustainable practices and encourage staff to make environmentally conscious decisions.
- Communicate our environmental goals and progress regularly to all stakeholders.

## 8. Reporting and Review

We will:

- Regularly review our environmental impact and the effectiveness of this policy.
- Continuously improve our environmental practices based on feedback and changing environmental standards.

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**Policy Owner:** Board of Trustees / Directors

**Policy Lead:** Director / Senior Responsible Owner (SRO)

**Audience:** Employees, Volunteers, Trustees, and Contractors

**Formally Endorsed By:** Board of Trustees / Directors / Coordinating Committee

**Last Reviewed:** 01/09/2025

**Next Review:** 31/08/2026

Bola Obanubi

Director, A.C.E NGO

Action for Change & Empowerment (A.C.E NGO)

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