

Protech is committed to responsible environmental management and to be a leader in pursuing acceptable and sound environmental practices within the community.

Protech will at all times operate within the requirements of environmental legislation and any licence conditions. Protech will seek continuous improvement in performance by taking into account community concerns and advances in environmental knowledge. This commitment will extend to all areas of operation, including recruitment, sourcing, job orders and placements and other operations performed directly by Protech or any contractors.

Management will provide employees and contractors with details of legislative and license requirements that apply to their work situation and to provide the necessary training and resources to carry out their responsibilities, if deemed relevant and appropriate.

Protech requires all employees and sub-contractors to operate in an environmentally responsible manner and to immediately communicate breaches of environmental practice to management. It is the responsibility of every employee and sub-contractor to take all necessary steps to recover any incident which breaches environmental legislation, license requirements or good practice with the utmost urgency.

Protech requires the active co-operation of all levels of management and all employees, to ensure the above goals are achieved at all times

### **Environmental Management**

Although Protech's operations are not controlled by any significant environmental regulations under a law of the Commonwealth or a state of Australia, we have integrated environmentally focused and sustainable business initiatives and programs into our corporate strategy and management frameworks. This includes solutions that focus on the three primary environments of our business: safe working environments, contributions to local and global environmental management, and the development of a business environment that is sustainable, responsible, robust, equitable and fair.

### **Looking after our working environments – Field Employees and Staff**

Protech's working environment management approach is embedded into our Occupational Health and Safety framework and includes both proactive and reactive management of environmental related issues. This approach includes a suite of hazard, near miss and incident mitigation tools as well as our Emergency Management and Recovery Plan that provides direction and guidance for the management of environmental events, should they occur.

We also work closely with our clients to ensure our field employees comply with on-site and corporate environmental management system requirements.

We provide a robust suite of tools to ensure appropriate day to day working environment management across our national branch network, including internal hazard mitigation and management processes, and general safe housekeeping procedures.

### **Looking after the Environment – recycle, reuse, reduce**

Protech's Environmental Policy provides guidance to ensure that all Protech employees and staff operate in an environmentally responsible manner and immediately communicate breaches of environmental practice to Protech management. This policy supports the following in-branch environmental practices and initiatives:

- Waste management initiatives including toner, battery and mobile phone recycling programs, waste and paper recycling programs
- Effective energy management including mandatory end of day shutdowns and lights off policy
- Minimised reliance on and use of paper following the 2009 implementation of Protech's web enabled central document repository – TMS – for all corporate and operational Protech policies, processes, procedures, forms, manuals, templates and business tools. This has made a significant contribution to the reduction in and reliance on paper usage across our branch network.
- Default double sided and grey scale printing as default across all Protech network printers

- Investment in an online timesheet submission, registration and approvals system to minimise associated paperwork by 2016.

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### Looking after our business environment – sustainable business practices

While Protech's Emergency Management and Recovery Plan provides a practical approach to short term business sustainability, Protech has implemented a range of additional business systems and tools to drive the long-term sustainability of our business. This includes Protech's:

- Adoption of a corporate and company structure that provided significant risk mitigation and management during our formative years, and our consolidation and restructure as Protech Group (Aust) Pty Ltd, to support national client engagement, management, growth, diversity and profitability goals
- Continuous improvement system, that focuses on creating a culture of ongoing focus on doing business better
- Customer loyalty policy and programs that enable direct and ongoing feedback between Protech and our key customer groups – clients, field employees and staff – to ensure our business continually responds effectively to client needs
- Staff engagement and retention programs including subsidised healthcare, income protection insurance, health and wellbeing programs
- Commitment to giving back to our communities through encouraged branch participation in local community, sports and charity fundraising activities.



**Marc Meili**  
Managing Director

