



Mental Health Matters Wales

Environment policy

Mental Health Matters Wales believes it can positively affect the environment in which it operates by changing and modifying its practices.

Energy

Mental Health Matters Wales attempts to reduce energy consumption by doing all or some of the following.

- 1) Turn off lights and unplug switches whenever they are not needed.
- 2) Use long life, low energy light bulbs.
- 3) Fully insulate the building (63 Nolton street) to keep warmth in, and reduce heating costs. Ensure all rented premises are energy efficient prior to renting
- 4) Set heating to lowest comfortable level and turn off heating when there is no body in the building. Close doors and windows while the heating is on.
- 5) Regularly service and maintain equipment and machinery. Have individual thermostats for radiators.
- 6) avoid using batteries whenever possible, e.g. use solar powered calculators instead. If batteries need to be used then use rechargeable ones.

The office

Mental health matters can help to protect the environment by being selective in the stationary and office equipment it buys and uses.

- 1) Where possible to buy or use recycled paper/products. If headed note paper is used make sure it is printed on recycled paper and says so on the paper.
- 2) Do not throw away paper if it can be used again, e.g. for scrap/note paper. Reuse envelopes whenever possible for internal mail to colleagues. Use low quality paper whenever possible. Use both sides of paper when photocopying.
- 3) Accessing recycling facilities for office paper and other materials can be taken away for recycling.
- 4) Make sure stationary items, pens etc., are completely used up before you throw them away or recycle them.
- 5) Buy/use items which can be refilled or used again instead of disposable items, e.g. paper clips not staples, refillable ball-points not disposable ones.
- 6) Do not buy products made from tropical/rare hardwoods, e.g. mahogany and teak.
- 7) Use unbleached paper whenever possible.

Kitchen and Toilet

Many appliances and chemicals used in the kitchen and toilet are harmful to the environment. If these can be avoided this can positively affect the environment. Mental Health Matters Wales will:

- 1) Buy recycled, unbleached toilet rolls whenever possible. Use cloths and kitchen towels instead of paper kitchen roll
- 2) Ensure all electric/gas appliances are working properly, e.g. cookers toasters and fridges.
- 3) Only buy fridges not made using CFC's.
- 4) Only use cleaning products made with biodegradable ingredients where possible.
- 5) Not leave taps running needlessly.
- 6) Not use aerosols where possible. Even those without CFC's are harmful to the environment.

Transport

Transport is one of the major causes of environmental damage, e.g. air and noise pollution, destruction of the countryside and increasing consumption of oil. All of these factors are mainly due to car use.

Mental Health Matters can help to reduce these effects, although in a small way by cutting down car use. Where possible all employees will:

- 1) Use public transport wherever possible.
- 2) Walk or cycle whenever possible to meetings
- 3) If two or more employees are making the same journey car-sharing will take place.