

## Metal Waste Recycling Policy

Effective Date: 1<sup>st</sup> June 2023

### Policy Statement:

Airwave Europe Ltd. recognises the importance of reducing waste and promoting sustainable practices in the workplace. With the aim of minimising the environmental impact associated with metal waste, this policy outlines our commitment to recycling. By implementing proper metal waste recycling procedures, we strive to contribute to a more sustainable future and encourage responsible waste management.

### Scope:

This policy applies to all employees and departments within Airwave who handle metal waste. The policy covers the proper disposal and recycling of metal waste throughout our premises.

### Policy Guidelines:

#### Metal Waste Disposal:

- a. All employees must separate metal waste from general waste.
- b. Metal waste includes aluminium, steel, copper, and other recyclable metals.
- c. Place metal waste in designated recycling containers or bins provided for metal recycling.
- d. Ensure that metal waste is free from contaminants such as food residue, liquids, or hazardous materials.

#### Local Registered Recycling Company:

- a. Airwave Europe Ltd. will collaborate with a local registered recycling company for the proper disposal and recycling of metal waste.
- b. The recycling company must adhere to all applicable environmental regulations and demonstrate responsible recycling practices.

#### Employee Awareness and Engagement:

- a. Regularly communicate the significance of metal waste recycling to all employees, providing guidelines for proper recycling procedures.
- b. Display educational materials, such as posters or signage, near recycling bins to raise awareness and encourage correct recycling practices.
- c. Foster employee engagement by promoting active participation in metal waste recycling initiatives and cultivating an environmentally responsible culture.

#### Recycling Container Placement and Maintenance:

- a. Install designated recycling containers or bins for metal waste in accessible locations throughout the premises.
- b. Clearly label recycling containers or bins to facilitate proper identification.
- c. Regularly monitor recycling containers or bins to prevent overflow and maintain a clean recycling area.

## Monitoring and Evaluation:

- a. Regularly monitor the implementation and effectiveness of the metal waste recycling program.
- b. Assess the quantity of metal waste recycled and track progress towards waste reduction targets.
- c. Evaluate the performance of the chosen recycling company, ensuring compliance with responsible recycling practices.

## Continuous Improvement:

- a. Stay informed about advancements in metal waste recycling technologies and practices.
- b. Explore opportunities to collaborate with suppliers or recycling organizations to enhance metal waste recycling initiatives.
- c. Continuously review and update this policy to align with evolving environmental standards and regulations.

By following this policy, Airwave aims to reduce waste, conserve resources, and contribute to a more sustainable environment through responsible metal waste recycling practices. Compliance with this policy is essential for all employees to ensure the success of our recycling program.

Policy Owner: Mike Maidens, Head of Operations

Review Date: 1<sup>st</sup> June 2023

Next Review: 31<sup>st</sup> May 2024