



# Environmental Policy

## Environmental Mission Statement

Calloway & Associates, Inc. is committed to protecting the environment, the health and safety of our employees, and the communities in which we conduct our business. It is our policy to seek continual improvement throughout our business operations to lessen our impact on the local and global environment by conserving energy, water, and other natural resources, while reducing/recycling waste generation, and reducing use of/recycling toxic materials. We are committed to achieving environmental sustainability excellence through environmental best practices and pollution prevention by meeting or exceeding all environmental regulatory requirements and by purchasing/suppling products which have greater recycled content with lower toxicity and packaging, so reducing the use of natural resources. We will implement environmental best practices within our company, monitor our internal environmentally supportive actions and improvements, and communicate our environmental initiative, internally and with our communities.

This policy and associated procedures apply to all executives, staff, and contractors working for Calloway & Associates, Inc.

## Environmental Initiative

### Environmentally Preferable Purchasing (EPP) Policy

The goal of this EPP policy is to ensure that products and services purchased or contracted for will conform to the goals of our company's environmental policy. We will strive, where feasible, to purchase environmentally preferable products and services to meet the company's office and operational needs. We will also favor partners who strive to improve their environmental performance, provide environmentally preferable products, and who can document the supply chain impacts of their efforts.

In our partnerships and business practice, we are committed to procuring and supplying products and services that have the following environmentally friendly attributes with acceptable parameters for price, quality, and delivery:

- Maximizes post-consumer recycled content.
- Minimizes packaging and other wastes.
- Minimizes toxicity.
- Are durable and reusable.
- Are more locally available to minimize transportation.
- Are made from sustainably produced materials.
- Are compostable or biodegradable.
- Conserves energy, water, and other natural resources.

Wherever possible, purchasing/suppling decisions will favor products and services that:

- Reduce greenhouse gas emissions.
- Are made with renewable energy.
- Reduce pollution from all discharges (releases to air, water, and land).
- Reduce the use of toxic materials hazardous to the environment, employees and public health.
- Contain the highest possible percentage of post-consumer recycled content.
- Reduce packaging and other waste.
- Are energy efficient.
- Conserve water.
- Are reusable and/or durable.
- Minimize transportation (local sources, concentrated products).
- Serve several functions (examples: copiers/printers, multipurpose cleaners) to reduce the number of products purchased.

Environmentally preferable products and services that are comparable in quality to their standard counterparts will receive a purchasing preference. In situations where the most environmentally preferable product is unavailable or impractical, secondary considerations will include production methods and the environmentally and socially responsible management practices of suppliers and producers. Environmentally preferable purchasing is part of our long-term commitment to the environment. By sending a clear signal to our partners and our suppliers about our commitment, we hope to support wider adoption of environmentally preferable products and practices.

This Environmental Policy is the responsibility of the Management of Calloway & Associates, Inc.