



Environmental Policy

Premedia Marketing Production Services Pty Ltd
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Version 1.3 – Updated 15 July 2025

Our Commitment

At Premedia Marketing Production Services, we are committed to minimising our environmental footprint and promoting sustainability through responsible business practices. We recognise the importance of protecting our planet for future generations and aim to operate in an environmentally responsible manner, appropriate to the size and nature of our business.

Scope of Operations

As a small marketing production business operating from a home office, our environmental impact is limited compared to larger organisations. However, we are committed to continuous improvement and believe even small actions contribute to broader sustainability goals.

Key Environmental Focus Areas

1. Energy Use and GHG Emissions

- We operate from a home office equipped with rooftop solar panels, which help reduce our Scope 2 greenhouse gas emissions.
- Energy consumption is monitored via smart meters and kept minimal.
- Staff are encouraged to switch off unused equipment, make use of natural light, and limit air-conditioning use.
- No fossil fuel-based heating or industrial machinery is used on-site.



2. Waste Reduction and Recycling

- Paper, plastic, and general waste are sorted and recycled in line with local council regulations.
- E-waste, ink cartridges, and batteries are returned to approved collection schemes.
- We reduce waste at the source by promoting digital workflows and paperless job approvals.

3. Water Use

- Limited to domestic levels; we have no water-intensive processes.
- Staff are encouraged to use water efficiently.

4. Procurement and Material Use

- We are committed to sourcing FSC, PEFC, or SFI-certified paper wherever possible.
- We favour suppliers with environmental certifications or policies.
- We ensure compliance with all applicable environmental laws and regulations.

5. Chemical Management

- No hazardous chemicals are used or stored on-site.
- Household cleaning supplies are low-toxicity and eco-labelled.

6. Transport and Logistics

- As we operate remotely, staff commute emissions are negligible.
- Deliveries and freight are consolidated where possible to minimise environmental impact.

7. Employee Awareness and Behaviour

- Staff are briefed on our environmental expectations and policy.
- Ongoing communications reinforce eco-conscious behaviours and goals.

Environmental Objectives (FY2025–26)

- Reduce paper waste by 20% by using digital proofing and online approval tools.
- Source 100% of paper materials from certified suppliers (FSC or PEFC).
- Eliminate non-essential in-house printing to reduce toner and electricity use.
- Improve supplier environmental screening through our onboarding process.



Policy Review & Improvement

This policy is reviewed annually to ensure relevance and continuous improvement.

- Policy Owner: Mike Griffiths
- Version: 1.3
- Date Last Reviewed: 15 July 2025
- Next Review Due: 15 July 2026