

CJS Payroll Sustainability Statement

Sustainability is important to our business. Our Sustainability Statement is as follows:

- Recycle as much waste material as possible, both onsite and at our customers sites and premises.
- Provide a safe and healthful workplace and working environments.
- Minimise the use of paper wherever possible: for example, sending invoices and quotes via email instead of on paper.
- Recycling equipment that is no longer of use to the company. For example, we give away items such as computers and printers that we no longer use.
- Ensuring that all green and natural waste is disposed of according to industry standards and strong environmental principles.
- Keep energy usage low. For example, we make use of low energy light bulbs throughout and ensure that computers are shut down after work.
- Being an environmentally responsible neighbour in our community, both during site works and in the wider context.
- Avoid unnecessary travel by making use of instant messaging, video and audio conferencing, telephone and email.
- Working with suppliers who promote sound environmental practices where possible.
- Reuse waste paper (from the printer) where possible, making use of the blank side for notes.
- Purchase products made with recycled paper.