



## SCOPE and POLICY

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Evergreen IT Solutions is in the business of IT Asset and Electronics Value Recovery through Refurbishment, Remarketing, Recycling, Data Security, Reporting and Logistics Management. The Responsible Recycling System is applicable to: IT asset management and electronics value recovery through refurbishment, remarketing, recycling, and data destruction. All materials received are manually , separated, sorted, graded, packaged, and shipped all from within the USA. The Evergreen IT Solutions facility is operated under a Management System that provides a mechanism for developing, documenting, implementing, and reviewing operations, and assures that all Focus Materials are only sent to downstream vendors that meet R2:2013, ISO 14001:2015 and ISO 45001:2018 and Evergreen IT Solutions requirements. Evergreen IT Solutions has adopted the philosophy, mandates and requirements of:

- a. ISO 14001:2015,
- b. ISO 45001:2018
- c. Responsible Recycling Practices (R2):2013, and

This policy has been established to be appropriate to the purpose, size, context nature, scale, environmental impacts and EHSMS risks and EHSMS opportunities of the organization's activities, and services in accordance with the scope of the EHSMS. EVERGREEN IT SOLUTIONS is committed to:

- (1) Comply with and fulfil all applicable legal and data security requirements
- (2) Continually improve upon the effectiveness of the Environmental Health and Safety Management System to enhance Environmental Health and Safety
- (3) Protection of the Environment: increase reuse of electronic assets, including prevention of pollution and increase the recycling of EOL material/s
- (4) Providing safe and healthy working conditions for the prevention of work-related injury and ill health
- (5) Providing framework and developing and maintaining a Procedure for Establishing and achieving Objectives & Targets for Environment and OH&S
- (6) Follow Re-use, recover and dispose hierarchy throughout the recycling chain
- (7) Eliminate hazards and reduce OH&S risks
- (8) Consultation and participation of workers, and, where they exist, workers' representatives.

The EHSMS policy is communicated within the organization through training and postings. It is available to the interested parties as defined Communication Procedure.

### ASSIGNMENT OF RESPONSIBILITY AND AUTHORITY

It is the policy of the Organization that whenever a Procedure or Work Instruction assigns responsibility and authority for the performance of a task, the responsible party may delegate performance of the task to anyone they choose, providing they ensure that the:



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1. Assignment is clear to and understood by the appointee,
2. Appointee is competent to perform the task, and
3. Results of the work performed meet the requirements.