



British Safety Council

— Member —



Valid until 30th September 2017

This is to certify that
Leading Solvent Supplies Ltd

as a member of the British Safety Council, is committed
to keeping people safe and healthy at work.

Lynda Armstrong OBE
Chair of The Board of Trustees

Mike Robinson FCA
Chief Executive



HEALTH AND SAFETY POLICY

The policy of our company Leading Solvents is to provide and maintain a safe and healthy workplace by ensuring that work equipment is safe and that a safe system of work is provided for all of our employees. We will also provide suitable and sufficient information, instructions training and supervision as is necessary to ensure the health and safety of our employees and this shall include suitable and sufficient welfare, sanitary and working facilities as required.

All employees at Leading Solvents have a duty to ensure that they work in a safe manner and that their acts or omissions do not cause harm to themselves or others in the vicinity. Employees will be encouraged to bring to the attention of the management any concerns regarding any health and safety issues.

Leading Solvents recognises its duty of care towards others that are not in our employment. These people include; visitors and contractors who have reason to come into contact with our business activities and premises. These persons will be given suitable and sufficient information and instructions to ensure their health and safety. The actions of visitors and contractors will be controlled in such a way so as not to cause harm to our employees or themselves.

To ensure that the Policy is implemented and maintained so that Leading Solvents keeps within the requirements of the **Health and Safety at Work etc Act 1974** the person named below will ensure that sufficient resources, both financial and physical are available so that the Policy and its arrangements can be implemented effectively.

We believe that this Health and Safety Policy complies with the requirements of the **Health and Safety at Work etc Act 1974** and will be subject to a regular review annually or when there are any significant changes.



Signed: CHAIRMAN

ENVIRONMENTAL POLICY

Leading Solvents aim to provide both solvent and chemical distribution and specialist waste management and disposal services to a consistent standard in which protects and enhances the environment.

The objective of this policy is to ensure our commitment to the environment by continually striving for higher standards, so that all customers, employees and regulators have total confidence in our operational practices.

To pursue our pledge of continual environmental improvement and achieve pollution prevention we will:

- Operate at all times in accordance with all relevant legislation applicable to our activities and where possible exceed those requirements.
- Consider and manage the environmental aspects of our activities and services to minimise their impact on the environment.
- Understand and control the risks of our operations to minimise damaging incidents, environmental pollution and nuisance incidents to both local residents and the environment.
- Encourage both customers and regulators to carry out environmental audits on our operations.
- Work with customers to reduce any environmental impact of their operations.
- Continually assess the environmental impact of existing and new operations and services to achieve the highest standards.
- Implement and monitor programmes to ensure that the operations have minimal environmental impact on the amenities in the locality.
- Work with key suppliers to take full account of the environmental impact of the supply chain.
- Educate the workforce to ensure they have sufficient knowledge to meet their responsibilities in safeguarding the environment and possess some sensitivity towards environmental issues.
- Establish a liaison committee or similar with those parties local to the Company operations. We will promote good communication and co-operation at all levels within the company.
- Identify, set, monitor and review targets for our environmental performance including, but not limited to energy use, emissions, recycling and waste production.
- Develop eco-efficient working practises by reducing resource consumption and waste generation. Where possible we strive to recover or recycle our customer's wastes.
- Make this policy publicly available.
- Review this policy on an annual basis.



Signed CHAIRMAN

ETHICAL TRADING POLICY

1. All Employment is freely chosen.
2. All employees, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively.
3. Leading Solvents will provide a safe and hygienic working environment for every employee.
4. There will be no recruitment of child labour.
5. Wages and benefits are fair and comparable to the market sector in which Leading Solvents operate. Leading Solvents wages exceed the minimum wage.
6. Deductions from wages as a disciplinary measure shall not be permitted.
7. Leading Solvents will depend on customer requirements and endeavour to adhere to working hours as laid out in the ETI Base Code (Ethical Trading Initiative)
8. No discrimination is practiced in hiring, wages, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.
9. Leading Solvents wherever possible, will provide regular and permanent employment.
10. No harsh or inhumane treatment is allowed at Leading Solvents.
11. Bribery, corruption, blackmailing or bullying is not permitted by anybody associated with Leading Solvents.
12. Leading Solvents will strive to ensure all its suppliers also work to our ethical criteria. Suppliers will be copied and requested to acknowledge receipt of the ETI Base Code (Ethical Trading Initiative)



SignedCHAIRMAN

QUALITY POLICY

It is the policy of Leading Solvents to provide its customers with a high quality service. The overall policy of the company is to ensure the continual improvement of the company's overall performance in order to satisfy the expectations and needs of our customers.

To achieve this objective, Leading Solvents operates an internal Quality Management System, of which the company is committed to continually improve the effectiveness of.

Adherence to this policy involves all of our activities and services and their effects. This policy is understood, implemented and maintained at all levels within the organisation.

We have developed a framework for setting, establishing and reviewing our quality objectives, with the aim of continually improving the products and services we provide and so enhancing customer satisfaction.

Our Quality Policy, including our quality objectives, is publicly available.

The Chairman has the ultimate responsibility for the effective operation of our Quality Management System and ensures that the Quality Policy is reviewed for continuing suitability.



Signed.....CHAIRMAN



ENVIRONMENTAL PROTECTION ACT 1990
SECTION 37

WASTE MANAGEMENT LICENCE
NOTICE OF MODIFICATION

LICENCE REF No: NYCC/196 (EAWML 60047)	FACILITY TYPE: Waste Transfer Facility
LICENCE HOLDER: Leading Solvent Supplies Limited Marston Business Park Rudgate Tockwith North Yorkshire YO26 7QF Company Registration No 02699869	LICENSED FACILITY: Leading Solvent Supplies Limited Marston Business Park Rudgate Tockwith North Yorkshire YO26 7QF

WHEREAS on the 26 July 1990 the North Yorkshire County Council issued a waste disposal licence (now to be treated as a waste management licence) in pursuance of its powers under Part 1 of the Control of Pollution Act 1974 for the above named facility to you

AND WHEREAS on the 30 July 1991 North Yorkshire County Council modified the conditions of the said licence

AND WHEREAS on the 1st April 1996 the powers and duties of all waste regulation authorities in England and Wales transferred to the Environment Agency ("the Agency") by virtue of section 2 of the Environment Act 1995

AND WHEREAS on the 5 December 2002 the Agency modified the conditions of the said licence

NOTICE IS HEREBY GIVEN that the Agency modifies the conditions of the said licence in accordance with Section 37(1)(b) of the Environmental Protection Act 1990 and as set out in the Schedule attached to this notice.

Signed John Fairey

Name JOHN FAIREY
Team Leader Regulatory Waste

Dated 9th August 2005

This modification shall take effect on 10 August 2005

at 00.01 hours

YOUR ATTENTION IS DRAWN TO THE RIGHTS OF APPEAL DETAILED AT THE END OF THIS MODIFICATION.

Certificate of Registration under the Waste (England and Wales) Regulations 2011

Regulation authority

Name  Environment Agency

- National Customer Service Centre
- 99 Parkway Avenue

Address

- Sheffield
- S9 4WF

Telephone number [03708 506506](tel:03708506506)

The Environment Agency certify that the following information is entered in the register which they maintain under regulation 28 of the Waste (England and Wales) Regulations 2011.

Carriers details

Name of registered carrier	Leading Solvent Supplies Ltd.
Registered as	an upper tier waste carrier
Registration number	CBDU90877
Address of place of business	LEADING SOLVENT SUPPLIES LTD MARSTON MOOR BUSINESS PARK TOCKWITH YORK YO26 7QF
Telephone number	01423 358058
Date of registration	Friday 26th February 2016
Expiry date of registration (unless revoked)	Thursday 21st March 2019

Making changes to your registration

Your registration will last 3 years and will need to be renewed after this period. If any of your details change, you must notify us within 28 days of the change.

CERTIFICATE OF EMPLOYERS' LIABILITY INSURANCE (a)

(Where required by regulation 5 of the Employers' Liability (Compulsory Insurance) Regulations 1998 (the Regulations), one or more copies of this certificate must be displayed at each place of business at which the policy holder employs persons covered by the policy)

Policy Number: P/CCC/10051
Name of Policy Holder: Leading Solvent Supplies Limited
Date of Commencement of Insurance Policy: 16 May 2017
Date of Expiry of Insurance Policy: 15 May 2018

We hereby certify that subject to paragraph 2:-

1. the policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, Isle of Man, Island of Jersey, Island of Guernsey, Island of Alderney; or any offshore installations in territorial waters around Great Britain and its Continental Shelf **(b)**: and;
2. (a) the minimum amount of cover provided by this policy is no less than £5 million (c); ~~or~~
(b) ~~the cover provided under this policy relates to claims in excess of [£] but not exceeding [£]~~;
3. The policy covers the holding company and all its subsidiaries

Signed on behalf of QBE Insurance (Europe) Limited (Authorised Insurer)



Notes

- (a) Where the employer is a company to which regulation 3(2) of the Regulations applies, the certificate shall state in a prominent place, either that the policy covers the holding company and all its subsidiaries, or that the policy covers the holding company and all its subsidiaries except any specifically excluded by name, or that the policy covers the holding company and only the named subsidiaries
- (b) Specify applicable law as provided for in regulation 4(6) of the Regulations.
- (c) See regulation 3(1) of the Regulations and delete whichever of paragraphs 2(a) or 2(b) does not apply. Where 2(b) is applicable, specify the amount of cover provided by the relevant policy.

Important

Display will be satisfied if the certificate is made available in electronic form and each relevant employee to whom it relates has reasonable access to it in that form.

QBE Insurance (Europe) Limited, Plantation Place, 30 Fenchurch Street, London, EC3M 3BD - Registered in England No. 1761561 Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority- Registration Number 202842

CERTIFICATE OF INSURANCE

The under mentioned insurance policies are held by

Name of Insured	Leading Solvent Supplies Limited
Of:	Units 8, 9, 17 & 18 Marston Business Park Rudgate Tockwith North Yorkshire YO26 7QF
Business Description:	Bulk Storage, Packing and Distribution of Solvents and Fully Licensed Haz/Solvent Treatment Facility
Employers Liability	
Insurer:	QBE Insurance (Europe) Limited
Policy No:	Y105626QBE0117A
Limit of Indemnity in period, any one incident and unlimited in total.	£10,000,000
Renewal Date:	16th May 2018
The Policy Includes:	Indemnity to Principals

Public/Products/Pollution Liability

Insurer: QBE Insurance (Europe) Limited

Policy No: Y105626QBE0117A

Limit of Indemnity in period,
any one incident and unlimited in total. £5,000,000

Renewal Date: 16th May 2018

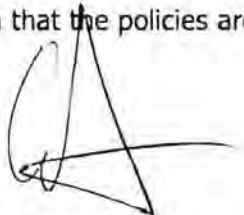
Policy Deductible: £500 Each and Every Loss

The Policy Includes: Indemnity to Principals
Contractual Liability

The Policy Excludes: Work with Asbestos

We confirm that the policies are in force until the dates shown above.

Signed:



Name: Graham Smerdon

**Pen Underwriting
Incorporating OAMPS Hazardous Industries**

Date: 04 May 2017



Site Rules

- **NO Smoking** at any time on site.
- **All** visitors to site must report directly to site reception to sign in.
- **No visitors** are allowed in areas other than reception without accompaniment / permission from a member of staff.
- **All visitors** must wear Hi Visibility Clothing if accessing areas other than reception.
- **All signs** on site must be obeyed.
- **Visitors** must gain permission to bring vehicles onto site and seek guidance as to where the vehicle should be parked.
- **Speed Limits** must be obeyed.
- **All visitors** vehicles should be checked to ensure they are free from contaminants before leaving site
- **All visitors** must report to reception to sign out before leaving.
- In the event of an evacuation, all employees, contractors and visitors are to proceed to the assembly point at the main gate.
- Do not leave the assembly point until authorized to by the Emergency Commander.

“SAFETY FIRST”