

POLICY**SIMBEC-ORION**

Zero Waste to Landfill Policy

Owning Department: Corporate Governance**Effective From:** 26 May 2024**Owning Sub-department:** Not Applicable**Document Number:** POL-00213**Page 1 of 9**

Zero Waste to Landfill Policy

Corporate Governance

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Next Periodic Review Date: 26 May 2027

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1 PURPOSE AND SCOPE

The purpose of this Policy is to outline our ambition and goal to achieve “Zero Waste to Landfill”. It is generally accepted that, to start with, a “Zero Waste to Landfill” target may be aspirational for many companies. However, with increased focus and efforts in the shorter and mid term, significant improvements can be achieved in avoiding Landfill.

The benefits of Zero Waste to Landfill include:

- Supporting conservation of life systems and limiting Green House Gas (GHG) emissions from Landfill sites.
- Improved use of resources and increased recycling – increasing preservation of raw materials
- Cost savings (e.g. through better use of resources and avoiding or minimising landfill rates)
- Contribution to the UN Sustainable Development Goals: Goal 12 “Responsible Consumption and Production”

Our policy is to divert as much waste as possible away from Landfill, with the ultimate goal of achieving Zero Waste to Landfill, through the following more sustainable practices:

- Prevention i.e. avoid generating waste in the first place
- Reduce
- Re-use
- Recycle
- Recovery e.g. energy recovery

Regulated (e.g. hazardous) waste that has strict requirement for how it is disposed of is often excluded from Zero Waste calculations.

The scope of this policy is for the Facility in Merthyr Tydfil, UK which is the location of the Phase I Clinical Pharmacology Unit, Laboratories, GMP facility and Simbec-Orion Headquarters.

2 DEFINITION

- **Zero waste to Landfill:** According to The Carbon Trust “...zero waste to landfill is a specific goal that can be achieved today and independently verified. The common interpretation of is that at least 99 percent of generated waste is diverted away from landfill. Which means that all waste produced is

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either reused, recycled, composted, or sent to energy recovery". [What is 'zero waste to landfill'? | The Carbon Trust](#) [Accessed: 29 April 2024]

- Diversion rate: How much waste is diverted from Landfill and sent for recycling.

3 ROLES AND RESPONSIBILITIES

All Merthyr based/associated employees and visiting employees are responsible for:

- Following this policy and the requirements for waste management outlined in SOP 00183.

Facilities Coordinator is responsible for:

- Managing and ensuring required performance of our Waste Management companies.
- Ensuring mini-waste audits are conducted periodically.
- Communicating the waste management system through ensuring correct waste signage and guidance throughout the Facility.
- Providing regular guidance and feedback/metrics to employees to continuously improve waste management onsite.
- Working with and managing the Cleaning and Catering sub-contractors to ensure their roles and actions are in line with this policy.
- Reporting of waste management metrics, including Diversion rates) and initiatives to the Senior Leadership Team (via Managing Director, Clinical Pharmacology)
- Carrying out the role and responsibilities of the "Environmental Management System Competent Person" outlined in SOP 00346 (Environmental Management System at the Merthyr Tydfil, UK Site)

Managing Director, Clinical Pharmacology and the rest of the Senior Leadership Team are responsible for:

- Driving, through proactive action and support of this policy, responsible consumption and production and waste management, with the goal of Zero Waste to Landfill.
- Supply of resources to enable waste collection and segregation.
- Ensure support for communication of the waste management system.
- Encouragement and support for initiatives/solutions from employees to improve waste management.
- Reporting metrics to the Board annually and in the annual Sustainability report (including Diversion rates).

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4 POLICY

4.1 WASTE MANAGEMENT AND WASTE HIERARCHY

SOP 00346 Environmental Management System at the Merthyr Tydfil, UK Site provides the details of Simbec-Orion's Environmental Management System for the Merthyr Tydfil site, including the framework to:

- Continually seek to improve our environmental impact.
- Ensure compliance with Environmental Legislation.
- Ensure appropriate disposal and treatment are used for site waste in accordance with Waste Hierarchy and SOP 00183 Waste Management
- Provide environmental awareness and empower our employees to contribute to the improvement of our environmental impact.

SOP 00183 Waste Management describes the procedures for handling of waste and it's disposal. It outlines the waste hierarchy, in order of priority, of waste management options that should be considered:

- Prevention
- Reduce
- Re-use
- Recycle
- Recovery e.g. energy recovery
- Disposal (Landfill)

POL 00177 Sustainable Procurement outlines considerations to support Zero Waste to Landfill for employees who are responsible for procurement.

The main considerations for the waste hierarchy are provided below.

4.1.1 PREVENTION

Prevention is to avoid generating waste in the first place. Considerations should include:

- Asking suppliers if they can provide less packaging or more sustainable products.
- Removing unnecessary plastic packaging from products or removing single-use plastics from the premises.
- Considering and re-thinking approach to products and packaging e.g. replacing unrecyclable plastics with compostable materials.
- Responsible procurement – challenging ourselves on whether new goods are really required.

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- Considering and re-thinking our approach to packaging e.g. reducing use of unrecyclable plastics
- Responsible procurement – challenging ourselves on whether new goods are really required and if they are, can we reduce the amounts that are needed?

4.1.3 RE-USE

- Re-use doesn't require any additional energy or produce extra greenhouse gas emissions and it therefore preferable to recycling.
- Reusing items (e.g. goods/furniture, cardboard, plastic or glass containers) can help to create a circular economy and keep waste generation to a minimum.
- Consider enabling Re-Use outside of the business e.g. through donation of goods to charities.

4.1.4 RECYCLE

- Whilst it takes energy to transport and process recyclable materials, recycling waste is still preferable to Landfill.
- Careful and accurate waste segregation onsite to enable recycling is an essential requirement of all employees.

4.1.5 RECOVERY

- If waste cannot be Prevented, Reduced, Re-used or Re-cycled, it may be possible to divert it away from Landfill by recovering the energy contained in the materials e.g. through incineration of Biological materials (See SOP 00183 Waste Management).

4.2 WASTE MANAGEMENT PARTNERS**4.2.1 WASTE MANAGEMENT COMPANIES**

Simbec-Orion is responsible for selecting waste management partners that are compliant with the appropriate environmental / waste regulations and their ability to report key metrics including Diversion rates. Our policy is to ensure:

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- Continuous improvement through partnership e.g. through monitoring/feedback loops or asking if they have any ideas/innovative solutions they can share to improve our waste management activity.
- Periodic collection and reporting of waste management metrics, including Diversion rates.
- Periodic assessment of waste management company performance.
- Conducting periodic mini waste audits to ensure we are fulfilling our responsibilities including those to the waste management companies.

4.2.2 CLEANING AND CATERING CONTRACTORS

Our policy is to ensure:

- Cleaner and Catering contractors are trained in the waste management requirements for the site.
- Contractors are proactively encouraged to provide information and report back any issues e.g. contamination from different areas or issues with waste management.
- Cleaning Contractors role in waste management is outlined in the training provided to contractor adstaff.

4.2.2.1 WASTE MANAGEMENT METRICS

Monitoring waste management performance supports continuous improvement in responsible consumption and sustainable use of resources and ultimately driving towards “Zero Waste to Landfill”.

Our policy is to ensure regular data collection and reporting, including:

- Waste Management metrics including Diversion Rates
- Waste management improvement initiatives (ongoing and planned),

The Facilities Coordinator reports waste management metrics to the Managing Director, Clinical Pharmacology quarterly.

Managing Director, Clinical Pharmacology reports:

- Waste management metrics to the Board annually
- Waste management metrics and action plans / initiatives in the Annual Sustainability report.

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5 REFERENCES

Document Number	Document Title
SOP 00346	Environmental Management System at the Merthyr Tydfil, UK Site
SOP 00183	Waste Management
POL 00177	Sustainable Procurement

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Previous Version	Current Version	Details of change
N/A	1.0	This is the first version of this Policy.

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Document Approvals

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Task: Approvers Approval Verdict: Approve changes & release Approval to be made Effective	Ceri Edwards, (ceri.edwards@simbecorion.com) Approver 13-May-2024 11:59:34 GMT+0000
Task: Approvers Approval Verdict: Approve changes & release Approval to be made Effective	Fabrice Chartier, (fabrice.chartier@simbecorion.com) Approver 13-May-2024 13:36:40 GMT+0000
Task: QA Approval Verdict: Approve changes & release QA Approval to be made Effective	Anne Hall, (anne.hall@simbecorion.com) QA Approver 13-May-2024 13:45:47 GMT+0000