



Making the Link- CSR Policy

MTL, as a supplier in the provision of training and consulting services to major corporate clients is committed to a continuous improvement approach to CSR in the areas of:

- Environment
- Sustainability
- Sourcing
- Opportunities and Social Engagement

The MTL Sustainability Policy provides the framework for these activities and is developing towards BS 8901. It applies to all MTL activities, products and services. All employees and associates of MTL are encouraged to follow the principles of this policy to assist the company in meeting its objectives.

The evolving action plan covers a range of issues including procurement, travel, management of the MTL workspace and its impact on society.

MTL is committed to seeking continuous improvement in its performance on sustainability and CSR issues in line with the need to provide an appropriate environment by:-

- Ensuring all its customer-facing services continue to develop and facilitate the sustainability programme.
- Continue to set best practice standards to meet or surpass the requirements of environmental legislation.
- Continue to maximise the efficient use of resources and minimise waste generation, including year on year increases in control and recycling of waste produced.
- Continue to conduct our operations in a manner that is committed to, conservation, active remediation of environmental contamination and prevention of pollution.
- Continue to develop procurement procedures to encompass social, ethical and environmental criteria to achieve best overall value.
- Involve our suppliers, partners, contractors and customers of our environmental expectations and encourage them to adopt sound environmental and sustainable management practices.

This CSR Policy is directed at Board level and is reviewed regularly.

Current Initiatives - actions now for the future

- We control Waste Management, and actively seek to reduce the amount of waste entering the company. We seek to increase our dry waste recycling targets year on year including: cardboard, white paper, glass, plastic, aluminium cans.
- Where legislation allows we recycle or re-use old furniture by donating to charities or organisations where these products can be re-used.
- We use the latest technology to enable a Blended learning approach reducing costs for our customers, and reducing our collective carbon footprint.
- Having consulted the Carbon Trust, we will work diligently over the coming years to reduce our Carbon Footprint by increasing control of our daily energy use, and decreasing our energy requirements by design of new buildings and energy efficient equipment.
- We are committed to using suppliers who use responsibly sourced food products and ingredients following seasonal trends and sourcing from the UK whenever possible to reduce food miles.
- MTL work directly with key charities at reduced rates, to help deliver a better future. We currently work with; CLIC Sargent, The RNLI, Home-start, Raleigh International, & The Young People's Trust for the Environment.

Person responsible for policy; Mike Ponting
Director Making the Link
1 January 2008

www.makingthelink.co.uk