



ENVIRONMENTAL MANAGEMENT | POLICY

Environmental Policy Statement

ProTrim's commitment to responsible grounds care, pollution prevention and measurable environmental improvement.

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POLICY OWNER	Isaac Cotter
SIGNATURES	1 of 1 signed

DOCUMENT OVERVIEW

This policy sets ProTrim Services Limited's commitments for managing the environmental effects of the commercial grounds maintenance and landscaping work it controls or influences. It applies to officers, workers, contractors and suppliers working on ProTrim's behalf.

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01

Policy commitment

ProTrim Services Limited is committed to protecting the environment, preventing pollution, meeting applicable compliance obligations and continually improving environmental performance.

Grounds maintenance can improve the health, appearance and resilience of green spaces, but it can also create environmental effects through fuel and energy use, emissions, noise and dust, agrichemical drift or runoff, green waste, water use, soil disturbance, and the transfer of weeds, pests or plant pathogens.

Environmental considerations will therefore form part of how ProTrim assesses, quotes, plans, performs, checks and improves its work.

This policy provides the framework for ProTrim's environmental objectives and operational controls. Applicable legal requirements, regional and district plan rules, resource-consent conditions, client requirements, product labels and other agreed obligations will be identified and applied to the relevant work.

Applicable legal, regulatory and other environmental requirements are identified and maintained through ProTrim's environmental management system.

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We will

- identify the environmental aspects and potential impacts of our activities, products and services, including normal work, changes, emergencies and reasonably foreseeable abnormal conditions;
- meet applicable environmental legislation, regional and district plan rules, consent conditions, client and site requirements, product labels, safety data sheets and EPA controls;
- prevent pollution by controlling fuels, oils, agrichemicals, fertilisers, waste and wash-water, protecting soil, drains and waterways, and responding promptly to spills or uncontrolled releases;
- use an integrated approach to weed and pest management, considering manual, mechanical, cultural and targeted chemical methods and selecting a lawful, effective method with the lowest reasonable overall environmental impact;
- apply agrichemicals only under suitable conditions, with competent people, maintained and appropriate equipment, required buffer and sensitive-area controls, and a documented commercial spray record;
- reduce waste using the hierarchy of avoidance, reduction, reuse, mulching or composting, recycling and lawful disposal, while managing hazardous, contaminated or biosecurity-risk material through approved channels;
- prevent the transfer of pest plants, seeds, soil and plant pathogens between sites by inspecting and cleaning vehicles, plant, tools and footwear when a biosecurity risk exists;
- protect waterways, stormwater systems, water supplies, important vegetation, wildlife, pollinators, habitats and any cultural or ecological values identified through site information or client requirements;

- use fuel, energy, water and materials efficiently through route planning, equipment maintenance, avoiding unnecessary idling, responsible purchasing and the progressive use of practical lower-impact equipment and work methods;
- consider lifecycle impacts, climate resilience, resource availability and biodiversity when selecting equipment, materials, plants and work methods;
- provide suitable information, instruction, training, supervision and resources, and communicate relevant requirements to workers, contractors, suppliers, clients and other PCBU's; and
- set measurable objectives, monitor performance, investigate incidents and non-conformities, complete corrective actions and review this policy and the environmental management system at least annually.

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Responsibilities and practical verification

Role	Core responsibility
Owner / Director	Approve the policy; provide suitable resources; identify compliance obligations and significant environmental aspects; set objectives; verify performance and corrective actions.
Worker / operator	Follow labels, site controls and procedures; use plant and substances correctly; complete required records; prevent contamination; stop and report environmentally unsafe work or incidents.
Client / other PCBU's	Share relevant site information, consent conditions, sensitive areas, access restrictions and waste requirements; coordinate overlapping controls and notify ProTrim of environmental concerns.
Contractor / supplier	Meet applicable ProTrim, legal, product and site requirements; provide accurate environmental information; report incidents and supply supporting records when required.

IMPORTANT

STOP-WORK AUTHORITY

Everyone working for ProTrim has the authority and responsibility to stop work where there is an immediate risk of environmental harm, a required control is absent, conditions differ materially from the plan, or the work cannot be completed within ProTrim's competence, approvals and resources.

IMPORTANT**PRACTICAL VERIFICATION**

Before work, confirm site conditions and required environmental controls. Stop and correct any control that is absent or ineffective.

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Objectives, monitoring and evidence

ProTrim will maintain measurable environmental objectives and review them at least annually. Targets will be updated as reliable operating data becomes available.

- Record all commercial agrichemical applications and retain the information required by the applicable label, approval, site rules and legislation.
- Maintain a current hazardous-substance inventory, labels, safety data sheets and verified application profiles.
- Target zero uncontrolled fuel, oil, chemical or contaminated wash-water releases reaching drains or waterways.
- Provide suitable spill response equipment wherever fuels or agrichemicals are stored, transported, mixed or used.
- Record the destination of removed green waste and establish a defensible baseline for beneficial reuse, composting, recycling and disposal.
- Establish practical fuel, resource and waste baselines, then set proportionate improvement targets as reliable operational data becomes available.
- Record, investigate and close out environmental incidents, complaints, non-conformities and corrective actions.

Performance will be reviewed at least annually and earlier following a material operational change, significant incident, new legal or client requirement, complaint, audit finding or evidence that controls are not effective.

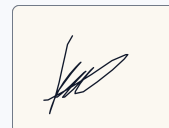
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Approval and signature

Approval is recorded through the required signature field below. The signed, version-controlled document is the approved policy.

APPROVED BY | REQUIRED**Isaac Cotter**

Owner and Director

**SIGNED | 31 August 2026**