

## **ENVIRONMENTAL POLICY**

Design Inc is a full-service creative agency - trading as part of Moore-Wilson New Media Ltd - supplying branding, advertising, literature & web development as its core services.

Since 1997, we have been proud to be an environmentally responsible company and, with an ethical commitment to become carbon neutral, sustainability is at the heart of our brand, instilled in our staff and promoted in our creative solutions.

#### **Our Commitment:**

We are fully committed to reducing the impact our company has on the environment which includes identifying & monitoring the aspects of our business relative to this process to continually improve our environmental performance.

### **Offices**

We operate from a single serviced office premises in Staines, Middlesex. The business centre offices are maintained by Regus.

# **Processes**

Design Inc are continually working towards a totally paperless environment and operate a shared CRM system enabling us to manage our day to day business electronically. This includes all quotes, invoices, schedules, correspondence and project briefs.

#### **Print**

Inevitably with a business such as ours, our clients request printed items. Design Inc does not print in house rather we utilise ISO 14001certified, and FSC registered print suppliers all of which have been sourced due to their own environmental policy of working under the 'Green Printing Label' and using paper from sustainable forests.

Where possible, we promote the use of environmentally sustainable or recycled paper stocks.