

Doc Title: **Scope of Environmental Management System**
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Authorised By: Commercial Manager Page: 1 of 1

Purpose: This document defines the scope across which the company's environmental management system (EMS) is deemed applicable. As such, scope addresses the physical boundaries, interested parties, activities, products and compliance obligations relevant to our goal of reducing environmental impact.

This document also indicates how the Scope is incorporated into the assessment of our environmental aspects and environmental objectives as well as how the Scope is reviewed.

Definitions:

environmental management system ~ that part of the business's corporate processes which is used to manage those aspects of its products or processes which interact with the environment, its compliance obligations and related risks and opportunities

EMS Scope:

The Scope of Raeco's EMS includes:

- its employees and related activities in its Rushdale Street office and warehouse across its administrative, design, purchasing, warehousing and despatch activities,
- its product offerings in terms of library design, product specification and supplier relations,
- its compliance obligations, in particular its conformance to ISO 14001:2015 and specific contractual obligations as may arise from time to time, and
- customers' interests as are known to exist within its market.

Process:

The EMS Scope is identified by:

- the preparation of a "*Register of Interested Parties*", as defines the stakeholders or parties relevant to the EMS, the nature of their interest and the extent to which that interest is seen to lie within the scope of the Raeco EMS,
- obtaining the input of key stakeholders in the identification of environmental aspects and issues via an "*Environmental Register*".

The Scope is used as guidance when:

- referencing the "*Environmental Register*" and when setting goals for our Environmental Objectives.

The EMS Scope is reviewed each year by senior management to ensure:

- consistency with our Environmental Policy,
- responsiveness to changes in stakeholders or stakeholder expectations,
- relevance to targeted Environmental Objectives.

Availability:

This statement of Scope is available on request to the Commercial Manager and is published on the RAECO web-site for the benefit of interested parties.