



Policy Name: Environmental Management Policy
Date of Issue: August 2005 (Version 1.1)
Policy Coverage: Star-Mites Gym Sports Management & Operations
Date of Review: January 2006
Controlling Body: Star-Mites Gym Sports Pty Ltd – Directors

Policy Statement
ENVIRONMENTAL MANAGEMENT
Star-Mites Gym Sports Pty Ltd

STATEMENT OF COMMITMENT

Star-Mites Gym Sports Pty Ltd is committed to providing a safe and stable sporting and work environment, where risks are minimised through proactive management. Accordingly, Star-Mites Gym Sports Pty Ltd accepts Environmental management as one of its responsibilities, forming an integral part of all decision-making processes.

Star-Mites Gym Sports Pty Ltd Environmental Policy: All environmental activities will be carried out in-line with the principles and guidelines set out in this policy document and further detailed within our environment objectives

DEFINITION

Star-Mites Gym Sports Pty Ltd will continually improve its business performance and will work within an environmentally responsible manner, clearly reflecting a commitment to foster the sustainable use of earth's resources.

Environmental management is the culture, processes and structures that are directed towards the effective management of our resources

POLICY APPLICATION

This policy applies to the Star-Mites Gym Sports Pty Ltd management and day-to-day operations undertaken by the Board of Directors, their sub-committee(s), staff, and/or volunteers. Adoption of this policy will ensure consistency in environmental management principles and procedures.

POLICY COVERAGE

All activities undertaken Star-Mites Gym Sports Pty Ltd as part of it's day-to-day operations, conduct of competitions/events, gym sport and related membership programs and/or services are incorporated.

ENVIRONMENTAL MANAGEMENT PRINCIPLES

Star-Mites Gym Sports Pty Ltd Environmental Management is characterised by reliance on a number of principles. Adherence to these principles will ensure a good culture for environmental management will be encouraged. These principles make our Environmental Management plan an effective and reliable tool in providing information on which the club can act to improve its performance. These principles include:-

- Leading by example in responding to environmental issues
- Responding promptly to any concerns
- Trusting and empowering volunteers and paid staff to manage environment issues at all levels
- Education and training
- Ensuring the right values are instilled in young people
- Acknowledging, rewarding and publicising good environmental management
- Incorporate environmental better practice into our core business plans and management processes
- Develop a framework for reporting and reviewing our environmental objectives
- Ensure we work with our members staff volunteers and community to continually improve in environmental better practices
- Officially state that Star-Mites Gym Sports Pty Ltd facilities and immediate surrounds are smoke free areas

ROLES AND RESPONSIBILITIES

All employees, volunteers and members are responsible for better environmental practises. The Directors however, has the ultimate responsibility for successful environmental management with the Club Manager taking day-to-day responsibility for the process. This section specifies the responsibilities of all parties involved in environmental Management within the club:-

Directors

- Ensure that the context of this policy is communicated to all levels, via distribution of the Club's Environmental Management Policy Statement
- Ensure that appropriate training is provided so that environmental practise is actively maintained
- Report annually on the year's achievements and on any future environmental risks which may threaten any aspect of the club's business

Manager

- Ensure that all sections of the club have the opportunity to engage in effective environmental management
- Actively encourage reporting of environmental issues, real or potential, and ensure that appropriate action is taken with concern to the environment
- Ensure that when implementing environmental management actions, other related club policies are also adhered to
- Take day-to-day responsibility for environmental management within the club
- Provide appropriate induction on environmental issues management and all other associated policies to new members, staff and volunteers
- Alert the Directors of any new high-impact environmental risks, or any other matters requiring attention outside the usual process

Staff & Volunteers

- To achieve sound environmental practices across our entire operations
- Report environmental issues, real or potential, and ensure appropriate action is taken with concern to the environment

Everyone

Successful Environmental management also relies on the personal knowledge, perception and behaviour of all involved in the club and sport of gymnastics.

REVIEW & IMPLEMENTATION

Regular monitoring and review of better environmental practise plays an important part of the club's business.

The Manager will yearly review the Environmental Policy Register

ADDITIONS AND CHANGES TO POLICY

Recommended changes to this policy may be submitted to Star-Mites Gym Sports Pty Directors for consideration at any time. Should changes be accepted, the policy will be updated, dated and circulated to all relevant stakeholders.

Star-Mites Gym Sports Pty Ltd will review this policy annually and ensure all members staff and volunteers Associated with the company are aware of the policy.

CEO: Gail Melinger

Date: March 2005

FURTHER INFORMATION

For further information on this policy and the risk management procedures, contact Star-Mites Gym Sports Pty Ltd Manager:-

Gail Melinger

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Environmental Objectives

- To minimise the amount of waste generated by re using materials and recycling as much wast as possible
- To minimise our use of energy, emission, water and materials
- To use cleaning products based on natural ingredients which have no adverse effects on the user or environment
- Incorporate environmental better practice into our core business plan and management processes
- Incorporate a smoke free policy within the Star-Mites Gym Sports Pty Ltd organisation