



Promotional Gifts  
& Branded Clothing

## Sustainability Statement

At The Extra Step, we believe it is crucial to work towards making a positive impact on the environment in which we work and live, to strive towards making sure our business practices do not harm future generations. We will also encourage our customers and suppliers to help reduce the environmental impact.

The areas we are working on to help with this are:

**Alternative Suppliers** - Wherever possible we are cutting down on Far East suppliers and turning instead to UK companies. This helps reduce the carbon footprint of our products.

**Choose other products** - Where possible, we promote our range of environmentally friendly and sustainable products. This gives our customers the option to make a choice and understand given all the information the impact these products can have on our environment.

**Minimise waste** – We recycle all paper and packaging in the office where possible. We are sending products out in recycled packaging to avoid using new boxes. If the packaging cannot be recycled, we have recycling bins in the building to put these in. To help reduce paper waste, where possible we provide digital brochures or virtual catalogues.

**Training and Development**- We keep up to date with all the new and innovative environmentally friendly and sustainable products. When possible, always offer a like-for-like sustainable product.

**Save energy**- We do as much as possible in the office, turning off lights when leaving, not turning on additional heating in the winter but simply putting a fleece or jacket on. Ensure all computers are also turned off when leaving. In the summer months to save on using air conditioning we can work from home, with windows open to keep cool. This also helps lower carbon emissions from commuting.

We are committed to monitoring and reviewing our environmental impact and taking the relevant action when required.

*Denise Robinson*

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Managing Director. 30<sup>th</sup> May 2024

The Extra Step Ltd. Bedford Heights, Brickhill Drive, Bedford MK41 7PH

The Extra Step recognises that we have a responsibility to the environment beyond the legal and regulatory requirements.

That is why we joined many other businesses and took the BPMA 'Step Forward Pledge'. This was an initiative by our industry association. We made a promise to embrace sustainability and to ensure that we are mindful of our environmental impact as a business. The pledge helps us to take proactive steps towards improving our sustainability performance, we have actively been implementing measures to create a more sustainable business structure.

With the global fight against climate change intensifying, we want to ensure that we as a business and our customers stand out from the crowd with the right choices of branded promotional merchandise.

Join us as we lead the charge towards a greener, more sustainable future 🌱🌍

**[See our web site for more information.](#)**