1 Introduction

1.1 Foundation Scotland [FS] is committed to protecting and where possible enhancing the environment through our operations. We recognise our responsibility to reduce our carbon and environmental footprints, including in the course of carrying out our day-to-day work. We monitor our impact on the environment and use of resources and take ongoing action to minimise these and to enhance quality of life, now and for future generations in Scotland and elsewhere.

1.2 FS's Investment activity is also covered by this Policy. Our default investment fund – The Foundation Scotland EQ Impact Portfolio – is focused on investments that seek to solve problems – many of which are environmental in nature. The carbon emissions of the Portfolio are calculated and reported on Annually.

1.3 The policy is to wholly comply with or exceed the requirements of current environmental legislation and relevant codes of practice[i], factoring in the feasibility of this practice against FS resources and the operating environment for our work.

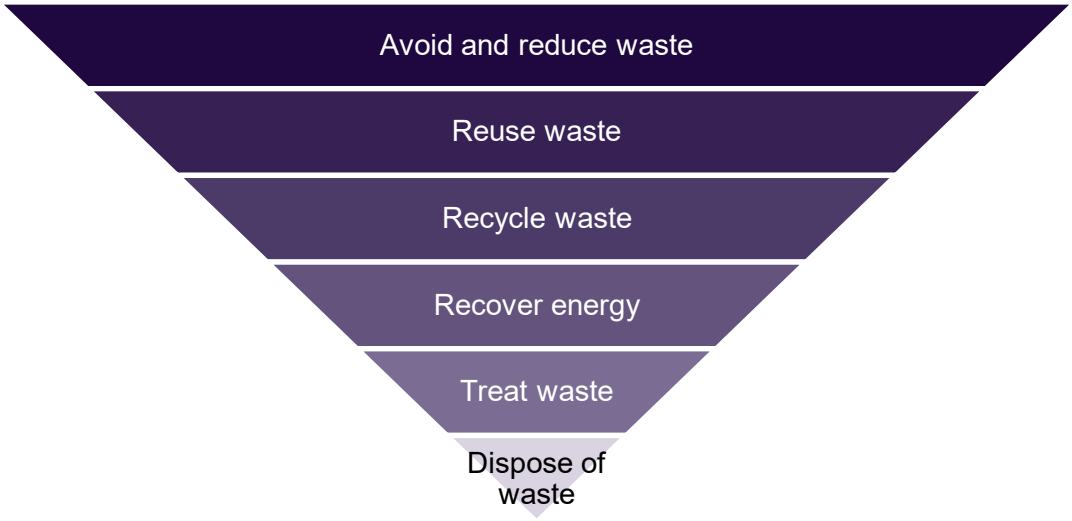
2 Scope

2.1 This policy applies to all employees and all of FS's operations.

3 Abbreviations and Definitions

- CEO – Chief Executive Officer

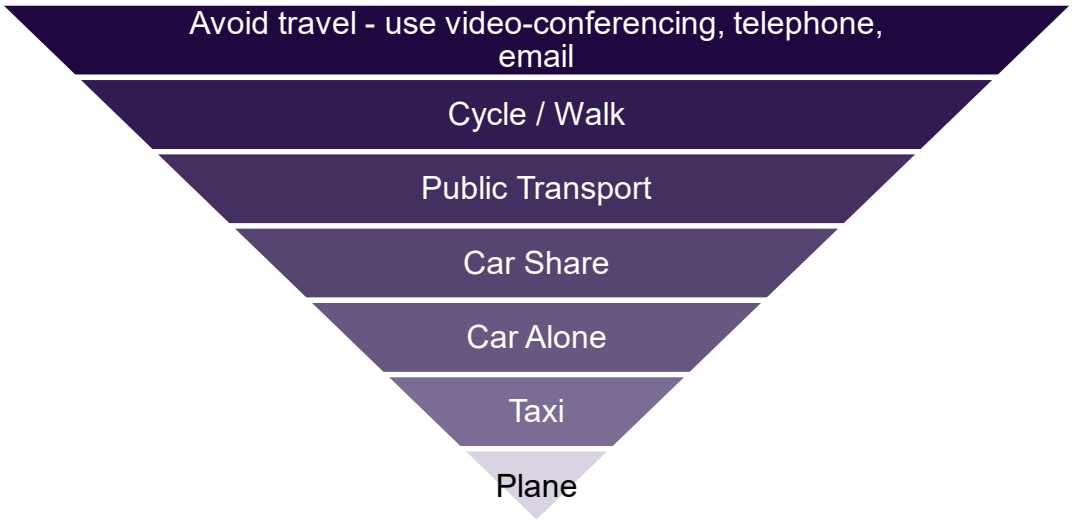
4 Policy



4.1 FS adopts the waste management hierarchy, minimising our waste first and foremost and thereafter reusing then recycling resources as much as possible. We:

- Raise awareness of the value of resources, our responsibilities and required actions amongst employees, board members, suppliers and other stakeholders.
- Before purchasing new equipment or materials, assess whether the need can be met in another way, e.g. by renting or sharing them.
- Evaluate the environmental impact of any new products before purchase, favouring environmentally friendly products wherever possible, e.g. those that are most durable, efficient, etc.
- As far as possible, use local suppliers, social enterprises and cloud-based solutions.
- Reuse and recycle everything which we can.
- Enable energy saving features on computers and other office electronic equipment.
- Aim to be paper free. Printing is permitted only when it is a legal requirement or as part of an agreement with a donor.
- Only use licensed organisations to dispose of waste.

4.2 FS adopts the carbon management hierarchy in relation to travel for business we:



- Reduce the need to travel as far as possible, for example through efficient planning of meetings and using alternatives to travel.
- Enable telephone and video conferencing on all laptops
- Require all employees to work from home;
- Use public transport first and foremost, where possible and practical;
- Encourage car sharing as much as possible;
- Require employees to only hire cars for business use where emissions meet the Euro 6 emissions standard;
- Travel by plane only as a last resort.

4.3 FS minimises our negative impact on biological diversity as far as possible. FS:

- Does not purchase any items that contain products derived from species on the CITES (Convention on International Trade in Endangered Species of Wild Fauna and Flora) lists.
- Purchases products that are produced in a sustainable manner, for example catering / refreshments that are Rainforest Alliance or Soil Association organic certified.
- Seeks not to distribute funds that may be linked with activity that the Foundation considers to negatively exploit the environment.

4.4 FS considers the environmental impact of projects we assess for funding and ensure applicants are alerted to this. In awarding funds FS will consider the following factors in a manner proportionate to the potential environmental impacts of the proposed activity:

- Has the organisation considered the environmental impact of its work? And does it have an environmental policy?
- With regard to the funding of a new building or refurbishment, will this be based on sustainable design principles? Does the design consider carbon costs across the full lifecycle of the building, use environmentally benign materials, and promote energy and water efficiency?
- Will any supplies or materials to be used be sourced so that this has a minimal impact on the environment? For example, where possible will re-used or re-cycled materials be employed?
- Will any supplies be sourced from ethical suppliers? Has the applicant considered sourcing from social enterprises or B Corps to support the circular economy?
- Will waste be disposed of in a way which minimises its environmental impact, including through re-use or recycling?
- Will the way the organisation operates seek to minimise consumption of non-renewable materials, including energy and fuel?
- Will the organisation work with others to share resources?
- Where education is one of the benefits will this include environmental education?

4.5 FS seeks where possible to influence our clients, partners, and suppliers to reduce the environmental impacts of their activities. For example, we seek appropriate clauses in all our contracts with suppliers.

4.6 FS monitors, reviews, and improves our environmental performance as an integral and fundamental part of our business strategy and operating methods. This is done by:

- Maintaining appropriate and proportionate systems to record and report on the areas where our activities have greatest impact, such travel, and use of office consumables.
- Including comments on our environmental practices in our Annual Report and Accounts.
- Addressing complaints about any breach of our Environmental Policy promptly.

4.7 FS communicates our environmental performance and actions taken to reduce our environmental impact, in order to provide transparency, raise awareness of our efforts amongst stakeholders, and encourage others to take action.

4.8 Whilst actively working to reduce our carbon emissions through various initiatives, FS recognises that some emissions are currently unavoidable. To address this, we have invested in certified carbon offset projects that remove or prevent an equivalent amount of greenhouse gases elsewhere.

5 Roles and Responsibilities

5.1 The CEO is responsible for ensuring that this environmental policy is implemented.

5.2 All employees have a responsibility to ensure that the aims and objectives of the policy are met.

6 Training

- LMS - Environmental

7 References

- There are no references linked to this policy.

8 Review

8.1 This policy is reviewed, approved, and endorsed by the Board of trustees. It is updated when required by legislation, to ensure that it reflects statutory responsibilities, government guidance and best practice for FS or every 36 months whichever is the soonest.

9 Document Properties

Title	Environmental Policy		
Type	Policy	Classification	Operations
Reference Number	17	Version - auto-generated	3.20
Status	Approved	Approval Date	01/03/2021
Author	CFOO	Approver	CEO
Last Reviewed regardless of whether changed	31/07/2024	Next Review Date	31/07/2027

[i] such as The Environment Act 1995, Environmental protection Act 1990, Waste Management Licensing Regulations 2011 and Waste (Scotland) Regulations 2012.