



# ENVA Scotland Compliance Pack

Last Update – 29<sup>th</sup> May 2024

## Our vision

**‘To protect and preserve  
the world’s finite resources’**

## Our commitments



To keep our people happy and safe in the work that we do.



To actively expand the circular economy, working closely with our customers and partners to develop and realise resource recovery solutions.



To adopt a system-wide approach to our clients’ waste, water and environmental challenges, maximising value to stakeholders and the environment.



To continually develop the skills and knowledge of our team, delivering unrivalled expertise in our markets and exceeding our customers expectations.



To champion our environmental and social commitments and actively engage with customers, employees and local communities to deliver them.

# ENVA Scotland Compliance Pack

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# Policy Statement

## Health and Safety Policy

### Statement of Intent

Enva Scotland Limited is comprised of business units with a wide range of recycling, composting and hazardous waste activities within their remit. The company is committed to ensuring that practical and effective measures are in place to protect the health, safety and welfare of our employees, contractors, clients, people affected by our operations and the communities where we live and conduct our business.

The principals in the delivery of this policy are:

- Strong and active leadership with detailed health and safety management arrangements.
- To comply with the requirements and targets set by health and safety regulations.
- To monitor, evaluate and continuously improve our performance in health and safety.
- Identify, evaluate and manage health and safety through risk assessment of our activities.
- To provide and maintain a safe working environment for employees and the wider community.
- Provide visible and active commitment from the company leaders.
- Clear accountability at all levels.
- Effective consultation with the workforce in health and safety matters.
- Setting health and safety standards and goals throughout the business.
- Allocation of appropriate resource.

### Responsibilities for Health and Safety

The implementation, maintenance and monitoring of the health and safety policy shall be the responsibility of the managing director for Enva Scotland Ltd.

Competent persons have been appointed to assist in meeting Enva's statutory duties. The Head of Compliance, along with a team of health and safety provide guidance and advice to the business.

Department managers throughout the business are responsible for the workplace health and safety of the staff in their departments. They have a duty to follow UK laws and internal Enva guidance and procedures.

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# Policy Statement

Enva employees are responsible for:

- Participating in the company's consultation processes
- Ensuring their continued competence to carry out their duties is maintained.
- Engaging with promotion and achievement of the company's health and safety standards.
- Fulfill their legal duty to take reasonable care to ensure their own safety and that of others who may be affected by either their acts or their omissions. (Health and Safety at Work Act 1974, Sections 7 and 8).

## Arrangements for Health and Safety

The business will seek to reduce or eliminate hazards in the workplace by implementing the following arrangements:

- Ensure that business activities are covered by risk assessments and the identified control measures are put into place.
- Provide training to ensure that company staff have sufficient knowledge, skills and competencies to safely carry out their duties.
- Provide sufficient resources and supervision to ensure the health and safety of our staff and subcontractors is not compromised.
- Monitor the health and safety performance of the company and make adjustments as necessary. Monitoring will include management inspections, regular audits, testing of environmental conditions and health surveillance.
- The business will proactively communicate health and safety information to internal and external stakeholders as required. These arrangements can include but are not limited to reports, direct e-mail, toolbox talks and relevant posters.

This policy will be regularly monitored to ensure that our objectives and continual improvement goals are achieved.



Tom Walsh  
Chief Executive Officer ENVA Group

compliance matters





# Policy Statement

## Environmental Policy

### Statement of Intent

Enva Scotland Limited is comprised of business units with a wide range of recycling, composting and hazardous waste activities within their remit.

We are committed to the prevention of the pollution of land, air, and water through a policy of continually improving our environmental performance. Enva recognises and embraces the statutory obligations placed upon the organisation by relevant environmental legislative and regulatory requirements.

We continually seek ways to improve our environmental performance by working with people, customers and suppliers to identify how to deliver "second lives" for otherwise waste materials and seek ways to reduce our carbon outputs.

The principals in the delivery of this policy are:

- Striving to find the most beneficial alternative use of waste materials and in doing so, minimise the use of finite resources.
- Providing our people with appropriate environmental training so that we continue to manage our operations in an environmentally sensitive way that complies with our permits and meets or exceeds industry standards.
- Work with our customers and suppliers to continue our focus on waste minimization, resource recovery and the promotion of materials recovered from waste as valuable alternatives to conventional virgin equivalents.
- Routinely report on environmental and resource recovery information
- Acting on what we learn to continue our commitment to improving our environmental performance and procedures.

This policy is led by our Managing Director who works to monitor our operations and ensure our staff are trained and supported to meet our legal obligations, to focus on resource recovery and report on environmental performance.



Tom Walsh  
Chief Executive Officer ENVA Group

## compliance matters



# Policy Statement

## Quality Policy

### Scope

Enva Scotland Limited is comprised of the business units Recycling Scotland and Specialist Scotland, with a wide range of recycling, composting and hazardous waste activities within their remit. The scope of this policy includes all processes carried out at both Enva's and our customers sites, the creation of products and the measurement of the activities associated with these processes.

On-site processes are generally described as:

- The provision of a service of waste collection, treatment, and disposal.
- Product manufacture including glass and brick aggregate, sorting and baled RDF, cardboard, paper, and plastics. In addition, compost and a sand replacement product for concrete manufacture are produced as products within the business.

### Objectives

By taking into account the significant aspects, legal obligations, other applicable requirements, and the commitment to continual improvement, the division has set certain objectives and KPI's with associated targets in order to measure the progress in achieving these objectives.

Customers expect a quality and professional level of service from the business, which means our people strive to deliver quality in everything that we do, from service, delivery, cost and performance to health and safety, innovation and environmental management.

### Promoting Continual Improvement

By setting objectives and targets we can drive continual improvement in our services that we provide. We also regularly review the ways, in which we work, to identify opportunities for improvement and sustain the success of our organisation.

### Monitoring Performance

Monitoring and measuring our performance allow us to monitor progress against set targets



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We evaluate the monitoring results against our quality objectives and compliance with legal requirements. Our audit programme is based on our business risks, our performance, results of previous audits and the scope of our management systems. Appropriate actions are taken and tracked to completion addressing any areas of concern.

## Review

Management reviews shall be held at regular intervals to ensure performance is continuing to meet expectations. This meeting will be recorded and appropriate actions from the meeting are tracked to completion.

In order to meet these requirements, there are responsibilities at each level within the company who will be responsible for the promotion and following the principles required of the policy:

## Managing Director

- Reviewing, endorsing and achieving this policy's aims.
- Ensuring that procedures meet the requirements of the needs of the quality system.

## Managers are responsible for

- Implementing, enforcing and reviewing the processes and procedures for their area of responsibility.
- Ensuring their people are aware of their responsibilities and receive appropriate training.
- Ensuring that every effort is made to meet quality objectives and targets.

## Employees are responsible for

- Carrying out their work in line with this policy and associated procedures.
- Coaching colleagues where their performance falls short of the expectations of this policy.
- Ensuring that every effort is made to meet quality objectives and targets.



Tom Walsh  
Chief Executive Officer ENVA Group





# Policy Statement

## Anti-Corruption and Bribery Policy

### Introduction

It is our policy to conduct all our business in an honest and ethical manner. We take a zero-tolerance approach to bribery and corruption and are committed to acting professionally, fairly and with integrity in all our business dealings and relationships wherever we operate and implementing and enforcing effective systems to counter bribery and corruption.

We will uphold all laws relevant to countering bribery and corruption. We remain bound by UK laws, including the Bribery Act 2010 and the Republic of Ireland Anti-Corruption and Bribery Act of 2018, in respect of our conduct both at home and abroad.

### Purpose

The purpose of this policy is to:

- set out our responsibilities, and of those working for and on our behalf, in observing and upholding our position on bribery and corruption; and
- provide information and guidance to those working for and on our behalf on how to recognise and deal with bribery and corruption issues.

It is a criminal offence to offer, promise, give, request, or accept a bribe. Individuals found guilty can be punished by up to ten years' imprisonment and/or a fine. As an employer if we fail to prevent bribery, we can face an unlimited fine, exclusion from tendering for public contracts, and damage to our reputation. We therefore take our legal responsibilities very seriously.

In this policy, "third party" means any individual or organisation you encounter during your work for us, and includes actual and potential clients, customers, suppliers, distributors, business contacts, agents, advisers, and government and public bodies, including their advisors, representatives and officials, politicians and political parties.

### Policy

## compliance matters



# Policy Statement

## Who Must Comply With this Policy?

This policy applies to all persons working for us or on our behalf in any capacity, including employees at all levels, directors, officers, agency workers, seconded workers, volunteers, interns, agents, contractors, external consultants, third-party representatives and business partners, sponsors, or any other person associated with us, wherever located.

## Who is Responsible for the Policy?

The board of directors has overall responsibility for ensuring this policy complies with our legal and ethical obligations, and that all those under our control comply with it.

The compliance department has primary and day-to-day responsibility for implementing this policy, monitoring its use and effectiveness, dealing with any queries about it, and auditing internal control systems and procedures to ensure they are effective in countering bribery and corruption.

Management at all levels are responsible for ensuring those reporting to them understand and comply with this policy and are given adequate and regular training on it.

Employees of Enva must read, understand and comply with this policy. Employees follow procedures (including HR, procurement, and financial procedures) to minimise the risk of actual or perceived bribery or corruption by employees or third parties.

## What Are Bribery and Corruption?

"Bribery" is offering, promising, giving or accepting any financial or other advantage, to induce the recipient or any other person to act improperly in the performance of their functions, or to reward them for acting improperly, or where the recipient would act improperly by accepting the advantage.

An "advantage" includes money, gifts, loans, fees, hospitality, services, discounts, the award of a contract or anything else of value.

A person acts "improperly" where they act illegally, unethically, or contrary to an expectation of good faith or impartiality, or where they abuse a position of trust. The improper acts may be in relation to any business or professional activities, public functions, acts in the course of employment, or other activities by or on behalf of any organisation of any kind.

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# Policy Statement

"Corruption" is the abuse of entrusted power or position for private gain.

## What You Must Not Do

It is not acceptable for you (or someone on your behalf) to:

- give, promise to give, or offer, a payment, gift or hospitality with the expectation or hope that a business advantage will be received, or to reward a business advantage already given;
- give or accept a gift or hospitality during any commercial negotiations or tender process, if this could be perceived as intended or likely to influence the outcome;
- accept a payment, gift or hospitality from a third party that you know or suspect is offered with the expectation that it will provide a business advantage for them or anyone else in return;
- accept hospitality from a third party that is unduly lavish or extravagant under the circumstances.
- offer or accept a gift to or from government officials or representatives, or politicians or political parties;
- threaten or retaliate against another individual who has refused to commit a bribery offence or /who has raised concerns under this policy; or
- engage in any other activity that might lead to a breach of this policy.

## Facilitation Payments and Kickbacks

We do not make, and will not accept, facilitation payments or "kickbacks" of any kind.

"Facilitation payments", also known as "back-handers" or "grease payments", are typically small, unofficial payments made to secure or expedite a routine or necessary action (for example by a government official). They are not common in the UK, but are common in some other jurisdictions in which may we operate.

"Kickbacks" are typically payments made in return for a business favour or advantage.

You must avoid any activity that might lead to a facilitation payment or kickback being made or accepted by us or on our behalf, or that might suggest that such a payment will be made or accepted. If you are asked to make a payment on our behalf, you should always be mindful of what the payment is for and whether the amount requested is proportionate to the goods or services provided. You should always ask for a receipt which details

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# Policy Statement

the reason for the payment. If you have any suspicions, concerns or queries regarding a payment, you should raise these with the compliance department.

## Gifts, Hospitality and Expenses

This policy does not prohibit normal and appropriate gifts, entertainment and hospitality, both received and given, from and to third parties. Routine and inexpensive activities such as business breakfasts/lunches and small items of promotional material such as Enva branded marketing items remain appropriate to what we do. However, any other type of gifts, hospitality or entertainment is subject to the following rules:

- they are appropriate to the circumstances and there is no risk that they could be perceived as improperly influencing the recipient;
- they are for the purpose of establishing or maintaining good and ethical business relationships;
- they improve the image or reputation of Enva and is arranged in good faith
- any gifts hospitality or entertainment is not offered promised or accepted to secure an advantage for the company or any of it's employees, or to influence the impartiality of the recipient;

Enva has procedures for accepting or providing gifts, hospitality or entertainment. In general, this should be with the full and open knowledge of your manager and, where possible, in advance. As a rule, the acceptable level of acceptance of Christmas gifts and the like should equate to a maximum of £50/€50, if it is any higher than this it should be politely refused. For employee gifting the expenses system should be used to record any such spending or arrangements.

If you answer yes to any of the following questions about any exchanges, you must discuss the issue with your manager:

1. Is it intended to influence a third party, gain or retain advantage;
2. Is the gift/hospitality in your individual name rather than Enva's name;
3. Is any part of it cash or cash equivalent;
4. Is any part of the transaction secretive;
5. Is it in breach of any local law;

Report to your manager or any other manager any suspected or actual bribery, or any concerns that other employees or associated persons may be linked with bribery. Enva will investigate any allegations or suspected bribery, this includes use of the disciplinary processes and referral of information/investigations to relevant enforcing authorities.

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# Policy Statement

## Donations, sponsorship and political contributions

Sponsorship and charitable donations by any business must be expressly approved in advance by the Divisional Managing Director, COO or CEO of the business. Detailed records must be kept of any sponsorship or charitable donations made.

Any political contribution by a Group business must be expressly approved in advance by the relevant Divisional Managing Director, COO or CEO. Detailed records must be kept of any political contribution made.

Requests for sponsorship made by Group employees, to customers, suppliers or other third parties may be viewed as inappropriate in some circumstances and so need to be made with caution and with the approval of the Divisional Managing Director, COO or CEO.

## Conflicts of Interest

This is a situation in which personal interest of an employee or representative conflicts with the interests of the business. It can be financial, professional, family or other interests. The Conflict of Interest Policy and associated documentation is available on the employee portal, it is within the Policies & Guidelines section under Group HR.

Please report any such conflicts, or perceived possible conflicts, to your manager so they can support you in managing the situation and process.

## Doing business in high-risk countries

Some countries suffer from widespread bribery and corruption, both within the public and private sectors. We need to be particularly careful where we do business in high-risk countries or deal with parties, such as suppliers or customers, who are based in one of these countries.

Among the steps that we may need to take before doing business with a party in a high-risk jurisdiction are:

- Carry out a background check to see if they have previously been involved in bribery, corruption or other illegal or improper practices.

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- Check what policies and procedures they have in place to prevent bribery and corruption within their own organisation.
- Include suitable clauses in any contract that is put in place.
- Look out for danger signs such as payments that have no clear purpose, connections with government or inappropriate hospitality.
- Companies within the Group that regularly do business with parties in high-risk countries must maintain more detailed policies and procedures on those transactions.

## Intermediaries, Suppliers, Agents and Service Providers

Employees of Enva exercise due diligence to prevent bribes being offered or given by intermediaries, suppliers, agents or service providers. Third parties are expected to abide to similar zero tolerance approach to bribery and corruption. Agreements entered into should provide for their termination in the event of actual or perceived corruption or bribery by the third party with any concerns immediately being raised with your manager or any other manager.

## Record-keeping

We must keep financial records and have appropriate internal controls in place which will evidence the business reason for making payments to third parties.

You must declare and keep a written record of all hospitality or gifts given or received, which will be subject to managerial review.

You must submit all expenses claims relating to hospitality, gifts or payments to third parties in accordance with our expenses policy and record the reason for expenditure.

All accounts, invoices, and other records relating to dealings with third parties including suppliers and customers should be prepared with strict accuracy and completeness. Accounts must not be kept "off-book" to facilitate or conceal improper payments.

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# Policy Statement

## Your Responsibilities

You must ensure that you read, understand, and comply with this policy.

The prevention, detection and reporting of bribery and other forms of corruption are the responsibility of all those working for us or under our control. You are required to avoid any activity that might lead to, or suggest, a breach of this policy.

You must notify your manager as soon as possible if you believe or suspect that a conflict with this policy has occurred or may occur in the future. For example, if a client or potential client offers you something to gain a business advantage with us or indicates to you that a gift or payment is required to secure their business.

## How to Raise a Concern

You are encouraged to raise concerns about any issue or suspicion of bribery or corruption at the earliest possible stage.

If you are offered a bribe, or are asked to make one, or if you believe or suspect that any bribery, corruption or other breach of this policy has occurred or may occur, you must notify your manager or report it in accordance with our Whistleblowing Policy as soon as possible.

If you are unsure about whether a particular act constitutes bribery or corruption, raise it with your manager.

## Protection

Individuals who refuse to accept or offer a bribe, or who raise concerns or report another's wrongdoing, are sometimes worried about possible repercussions. We aim to encourage openness and will support anyone who raises genuine concerns in good faith under this policy, even if they turn out to be mistaken.

We are committed to ensuring no one suffers any detrimental treatment as a result of refusing to take part in bribery or corruption, or because of reporting in good faith their suspicion that an actual or potential bribery or other corruption offence has taken place or may take place in the future. Detrimental treatment includes dismissal, disciplinary action, threats, or other unfavourable treatment connected with raising a concern. If you believe that you have suffered any such treatment, you should inform the compliance department immediately. If the matter is not remedied, and you are an employee, you should raise it formally using our Grievance Procedure.

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# Policy Statement

## Training and Communication

Training on this policy forms part of the induction process for all individuals who work for us, and regular training will be provided as necessary.

Our zero-tolerance approach to bribery and corruption must be communicated to all suppliers, contractors and business partners at the outset of our business relationship with them and as appropriate thereafter.

## Breaches of this Policy

Any employee who breaches this policy will face disciplinary action, which could result in dismissal for misconduct or gross misconduct.

We may terminate our relationship with other individuals and organisations working on our behalf if they breach this policy.

## Potential Risk Scenarios: "Red Flags"

The following is a list of possible red flags that may arise during you working for us and which may raise concerns under various anti-bribery and anti-corruption laws. The list is not intended to be exhaustive and is for illustrative purposes only.

If you encounter any of these red flags while working for us, you must report them promptly to your manager or using the procedure set out in the whistleblowing policy:

- you become aware that a third party engages in, or has been accused of engaging in, improper business practices;
- you learn that a third party has a reputation for paying bribes, or requiring that bribes are paid to them, or has a reputation for having a "special relationship" with foreign government officials;
- a third party insists on receiving a commission or fee payment before committing to sign up to a contract with us, or carrying out a government function or process for us;
- a third party requests payment in cash and/or refuses to sign a formal commission or fee agreement, or to provide an invoice or receipt for a payment made;

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- a third party requests that payment is made to a country or geographic location different from where the third party resides or conducts business;
- a third party requests an unexpected additional fee or commission to "facilitate" a service;
- a third party demands lavish entertainment or gifts before commencing or continuing contractual negotiations or provision of services;
- a third party requests that a payment is made to "overlook" potential legal violations;
- a third party requests that you provide employment or some other advantage to a friend or relative;
- you receive an invoice from a third party that appears to be non-standard or customised;
- a third party insists on the use of side letters or refuses to put terms agreed in writing;
- you notice that we have been invoiced for a commission or fee payment that appears large given the service stated to have been provided;
- a third party requests or requires the use of an agent, intermediary, consultant, distributor or supplier that is not typically used by or known to us; or
- you are offered an unusually generous gift or offered lavish hospitality by a third party.

Signed, for and on behalf of Enva:

**Tom Walsh**  
**Chief Executive Officer**

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Enva Anti Bribery & Corruption Policy  
R1 January 2024



# Enva Policy Statement

## Environmental, Social & Corporate Responsibility

Enva has a focus on non-financial performance commitments that address our approach towards responsible business development, sustainability, our impact on society and the environment, and other ethical or corporate governance considerations. We believe this focus will deliver sustainable value for the environment, the communities we operate in and our shareholders.

### Environmental

Enva is committed to Recycling and Resource Recovery which forms the basis of our business strategy. We support the life cycle of waste products to provide either a second life, such as the production of energy or, in many cases, closed-loop recycling solutions. Enva is committed to developing new and innovative products and solutions and extending the lifecycle of the world's resources is driving our business forward, saving energy and saving resources.

Enva has a specific published Environmental Policy outlining our commitments in relation to protecting the environment and our environmental performance.

### Social Responsibility

Enva is committed to the ideals of inclusion, diversity and equality across society and particularly within our sphere of direct influence. Enva recognises our legal and moral responsibilities across a spectrum of interested parties including our employees, customers, the public and the communities in which we operate.

Enva has a range of policies and procedures in place to implement our social commitments, including specific policies regarding Equal Opportunities & Diversity, Health & Safety and Modern Slavery. Enva also provides direct financial support to a range of both charitable and community based causes in the local communities in which we operate.

### compliance matters

Version 1- Issue December 2023  
Enva Scotland Limited



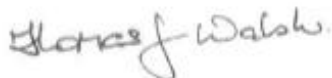
## Corporate Responsibility

Enva is committed to maintaining the highest standards of corporate governance and this responsibility lies with the Board and the Management Teams across the business. Enva is committed to having effective ongoing processes to identifying, evaluating and managing any significant risks faced by our businesses.

Enva has a range of policies and procedures in place to implement our commitment regarding our corporate governance responsibilities, including specific policies regarding Anti Bribery & Corruption and Corporate Criminal Offences.

This policy will be reviewed and updated on a 12 monthly basis or as required due to a change of approach.

Signed, for and on behalf of Enva:

A handwritten signature in black ink, which appears to read "Tom Walsh".

Tom Walsh  
Chief Executive Officer



# Policy Statement

## Modern Slavery

### Introduction

This statement is issued by Enva in compliance with section 54 of the UK Modern Slavery Act 2015. Enva is established under the laws of England and Wales. Enva is a full-service and leading provider of recycling and resource recovery solutions. With sustainability at the forefront of its proposition, Enva recovers a broad range of hazardous and non-hazardous waste materials for re-use in manufacturing and for energy conversion, as well as providing a complete portfolio of water and waste-water services.

Enva is opposed to slavery and human trafficking in any part of our business or our supply chain. We are therefore committed to ensuring that we have adequate procedures in place to identify and prevent these practices.

As of February 29th, 2024, Enva had a headcount of 2000 employees across UK and Ireland. The range of employees cover from initial waste collection to professional roles. The risk of modern slavery would predominantly arise in our initial waste collection roles most specifically roles we utilise on a temporary or agency basis i.e not on our payroll.

### Purpose

This statement covers the following businesses within the Enva Group:

- Enva Topco Ltd
- Enva England Specialist Waste Ltd
- Enva Battery Recycling Ltd
- Enva Organics Ltd
- Enva Wood Recycling Ltd
- Enva England Ltd
- Enva Northern Ireland Ltd
- Enva Ireland Ltd
- Enva Plastics Ltd

## compliance matters





# Policy Statement

- Enva Scotland Ltd

Seasonal work is not a feature of the industry in which we operate. More detailed information on our business is available at [enva.com](https://enva.com).

## Policy

### Our Supply Chains

Enva did not support nor knowingly deal with any business involved in modern slavery or human trafficking and did not work with any party suspected to be connected to any such activity.

In the past year we have not been made aware of any incidents of modern slavery or human trafficking in our supply chain. In the event that this would occur, Enva would immediately seek to influence the supplier to address any adverse impact.

### Procedures on Slavery and Human Trafficking

As part of our compliance referred to above, we have taken the following steps:

- Assessed potential risk areas in our supply chains via a supplier approval process.
- Mitigated the risk of slavery and human trafficking occurring in our supply chains, including conducting reviews, where necessary, of the controls our suppliers have in place and carrying out other suitable checks.
- Monitored potential risk areas in our supply chains when required.
- In addition we have internal whistleblowing procedures to ensure there are clear and independent reporting lines available to report any concerns.

### Employees

Our recruitment processes are thorough and transparent, we have robust procedures in place to vet new employees, including background checks. Identity is checked for every employee; more extensive background checks are conducted as required by HireRight – a specialised screening organisation. These processes are capable of capturing the existence of any forced labour or human trafficking.

We also have a Pay Policy to ensure compliance with human rights and local employment laws, all staff are remunerated fairly, as such we are satisfied that employees are not exploited.

## compliance matters



# Policy Statement

## Training

To ensure a suitable level of understanding of the risks of modern slavery, and human trafficking, in our business, and our supply chains, relevant directors and employees participated in appropriate training workshops. In 2024 we plan to introduce an online Learning Management System where training will be conducted annually for all with IT access, the modules will also be delivered via classroom for those that do not.

## Assurance and Key Performance Indicators

We will review this statement on an annual basis, reviewing annual key performance indicators, ie training & no. of issues reported, to measure compliance.

Responsibility for ensuring that our procedures are adequate and are adhered to in all of our activity's rests with the Managing Directors of each business within Enva.

## Approval

This modern slavery statement has been approved by the Enva board of directors in February 2024 and signed by the Chief Executive Office on behalf of the board.

Tom Walsh  
Chief Executive Officer, Enva  
March 2024





## Insurance Documents

- Employers, Product and Public Liability Insurance
- Motor Insurance



### CERTIFICATE OF INSURANCE

This is to certify that a Policy of Insurance as described below has been issued to the Insured

**Policy Number:** 76810186-30026

**The Insured:** Enva Topco Limited and Subsidiary Companies

**Registered Address:** 12 Henrietta Street, London, WC2E 8LH

**Period of Insurance:** 1<sup>st</sup> December 2023 to 30<sup>th</sup> November 2024  
Local Standard Time at the address of the Insured both days inclusive

**Cover:** Public/Products Liability

**Limits of Indemnity:** GBP 10,000,000 any one occurrence and in the annual aggregate

**Excess:** GBP 100,000 each and every occurrence

**Territorial Limits :** Worldwide excl. US/CAN

Nothing contained in this Certificate shall in any way be held or construed to vary alter or waive any of the terms conditions or provisions of the Policy

This Certificate is only a summary of the Policy. Reference should be made to the Policy for the full terms conditions and exceptions

Date: 1 December 2023

Signed For and on behalf of HDI Global SE– UK

**Stephanie Ogden**  
Managing Director  
HDI Global SE – UK  
20 Gracechurch Street  
London  
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T: +44 (0)20 7696 8099  
[www.hdi.global](http://www.hdi.global)

Authorised by BaFin and authorised and subject to limited regulation by the Financial Conduct Authority and Prudential Regulation Authority. Details about the extent of our regulation by the Financial Conduct Authority and Prudential Regulation Authority are available from us on request.

HDI Global SE – UK is a branch of HDI Global SE  
(registered office: HDI-Platz 1, 30659 Hannover, Germany)





## Certificate of Employers Liability Insurance

(A copy of this Certificate must be displayed where employees covered by this policy can readily access it)

<b>Policy Number:</b>	<b>76810186-30010</b>
<b>Name of Policy Holder:</b>	Enva Topco Limited and Subsidiary Companies
<b>Date of Commencement of Insurance:</b>	1 <sup>st</sup> December 2023
<b>Date of Expiry of Insurance:</b>	30 <sup>th</sup> November 2024
	Local Standard Time at the address of the Insured both days inclusive

We hereby certify that:-

- 1 subject to paragraph 2 the policy to which this Certificate relates satisfies the requirements of the relevant law applicable in Great Britain Northern Ireland the Isle of Man and the Channel Islands
- 2 the minimum amount of cover provided by this Policy is no less than GBP 5,000,000

Date: 1 December 2023

Signed For and on behalf of HDI Global SE– UK

**Stephanie Ogden**  
Managing Director  
HDI Global SE – UK  
20 Gracechurch Street  
London  
EC3V 0BG  
Tel: 0207 696 8099  
Email: [contactus@uk.hdi.global](mailto:contactus@uk.hdi.global)  
Website: [www.hdi.global](http://www.hdi.global)

HDI Global SE – UK  
20 Gracechurch Street,  
London, EC3M 3BE  
T: +44 (0)20 7696 8099  
[www.hdi.global](http://www.hdi.global)

Authorised by BaFin and authorised and subject to limited regulation by the Financial Conduct Authority and Prudential Regulation Authority. Details about the extent of our regulation by the Financial Conduct Authority and Prudential Regulation Authority are available from us on request.

HDI Global SE – UK is a branch of HDI Global SE  
(registered office: HDI-Platz 1, 30659 Hannover, Germany)

## Certificate of Motor Insurance

Certificate number: MV23Z0042814

1. Description of vehicle:

Any motor vehicle the property of or on hire or loan or leased to the Policyholder

2. Name of policyholder:

ENVA Topco Limited & Subsidiary Companies

3. Effective date of the commencement of insurance for the purpose of the relevant law:

1 December 2023

4. Date of expiry of insurance:

30 November 2024

5. Persons or classes of person entitled to drive:

Provided that the person driving holds a licence to drive the vehicle or has held and is not disqualified for holding or obtaining such a licence

Any person who is driving on the order or with the permission of the Policyholder.

6. Limitations as to use:

Use for social domestic and pleasure purposes.  
Use in connection with the Policyholder's business.

The Policy does not cover:-

1. Use while the vehicle is let on hire.
2. Use for the carriage of passengers for reward.
3. Use for racing pacemaking reliability trials competitions rallies or trials.
4. Use whilst drawing a greater number of trailers in all than is permitted by Law.
5. Use in connection with the motor trade

For Zurich Insurance Company Limited  
Authorised Insurers



Tim Bailey  
Chief Executive Officer of Zurich Insurance Company Limited, UK Branch

We hereby certify that the policy to which this Certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the island of Guernsey, the island of Jersey and the island of Alderney.

**Note:** For full details of the insurance cover reference should be made to the Policy.

**Advice to Third Parties:** Nothing contained in this Certificate affects your right as a Third Party to make a claim.

This Policy applies in respect of events occurring in Great Britain, Northern Ireland, the Isle of Man and the Channel Islands, all member countries of the European Union, Iceland, Norway, Switzerland, Serbia, Andorra and Bosnia & Herzegovina.

La présente politique s'applique aux événements survenant en Grande-Bretagne, en Irlande du Nord, sur l'île de Man et les îles Anglo-Normandes, dans tous les pays membres de l'Union européenne, en Islande, en Norvège, en Suisse, en Serbie, en Andorre et en Bosnie-Herzégovine.

Diese Versicherung gilt für Schadenereignisse, die in Großbritannien, Nordirland, der Isle of Man und den Kanalinseln, allen Mitgliedstaaten der Europäischen Union, Island, Norwegen, der Schweiz, Serbien, Andorra und Bosnien-Herzegowina eintreten.

La presente Política si applica a eventi che si verificano in Gran Bretagna, Irlanda del Nord, Isola di Man e Isole del Canale, tutti i paesi membri dell'Unione europea, Islanda, Norvegia, Svizzera, Serbia, Andorra e Bosnia-Erzegovina.

La presente Política es aplicable al respecto de los hechos que tienen lugar en Gran Bretaña, Irlanda del Norte, la Isla de Man y las Islas del Canal, todos los países miembros de la Unión Europea, Islandia, Noruega, Suiza, Serbia, Andorra y Bosnia y Herzegovina.

#### Instructions in the event of an accident You SHOULD

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1 take names and addresses of all witnesses;</li> <li>2 report the accident to the office issuing this Certificate (see overleaf) or if this is not practicable, to the nearest office (see Telephone Directory) quoting the Certificate Number;</li> </ol> | <ol style="list-style-type: none"> <li>3 if your policy is comprehensive put us in touch with your garage; if your vehicle is in use tell us when and where you intend taking it for repair;</li> <li>4 send all communications you receive relating to claims or proceedings against you, unanswered, to the office</li> </ol> |
|--|---|

#### IMPORTANT

##### The Law requires:

- 1 unless names and addresses, including those of the vehicle owner, together with the registration mark of the vehicle are exchanged at the time of the accident the driver must report it to the Police as soon as possible and in any case within 24 hours;
- 2 if anyone was injured and the Certificate of Insurance was not produced to the Police at the time of the accident, the driver must report the matter to the Police as soon as possible and in any case within 24 hours and produce the Certificate (or arrange to produce it within 5 days of the accident).

##### You SHOULD NOT

- 1 admit any liability;
- 2 negotiate or make any agreement with anyone regarding your responsibility for the accident;
- 3 make or offer any payment whatsoever to any Third Party, if in doubt – consult us;
- 4 repudiate a claim without our agreement; this may result in Court Action against you by the other party.

Pen Underwriting Limited is authorised and regulated by the Financial Conduct Authority (FCA number 314463). Registered Office: The Walbrook Building, 25 Walbrook, London EC4A 3AF. Registered in England and Wales. Company Number: 5172311. [www.penunderwriting.co.uk](http://www.penunderwriting.co.uk)

INTERNAL USE ONLY



## ISO Certificates

- Linwood, Glenrothes, Irvine and Newbridge - ISO 14001 – Environment
- Paisley and Dunniflats - ISO 14001 - Environment
- Linwood, Glenrothes, Irvine and Newbridge -ISO 45001 – Health and Safety
- Paisley and Dunniflats – ISO 45001 – Health and Safety
- Paisley and Dunniflats – ISO 9001 - Quality
- Linwood, Glenrothes, Irvine and Newbridge - ISO 9001 – Quality



# Certificate of Registration

## ENVIRONMENTAL MANAGEMENT SYSTEM - ISO 14001:2015

This is to certify that:

Enva Scotland Ltd  
Dry Waste  
Burnbrae Road  
Linwood Industrial Estate  
Linwood  
PA3 3BD  
United Kingdom

Holds Certificate Number:

EMS 662689

and operates an Environmental Management System which complies with the requirements of ISO 14001:2015 for the following scope:

**The provision of a service of non-hazardous waste collection, treatment and disposal.**

For and on behalf of BSI:



Matt Page, Managing Director Assurance - UK & Ireland

Original Registration Date: 2017-05-02

Latest Revision Date: 2023-04-27

Effective Date: 2023-05-02

Expiry Date: 2026-05-01

Page: 1 of 2



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An electronic certificate can be authenticated [online](#).

Printed copies can be validated at [www.bsigroup.com/ClientDirectory](http://www.bsigroup.com/ClientDirectory)

Information and Contact: BSI, Kitemark Court, Davy Avenue, Knowlhill, Milton Keynes MK5 8PP. Tel: + 44 345 080 9000  
BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W4 4AL, UK.  
A Member of the BSI Group of Companies.

Certificate No: EMS 662689

Location	Registered Activities
Enva Scotland Ltd Unit 1-5, Moorend Shewalton Road Irvine KA11 5AW United Kingdom	The provision of a service of non-hazardous waste collection, treatment and disposal.
Enva Scotland Ltd Unit 6 Newbridge Industrial Estate Newbridge EH28 8PJ United Kingdom	The provision of a service of non-hazardous waste collection, treatment and disposal.
Enva Scotland Ltd Cable Road Viewfield Industrial Estate Glenrothes KY6 2SY United Kingdom	The provision of a service of non-hazardous waste collection, treatment and disposal.
Enva Scotland Ltd Dry Waste Burnbrae Road Linwood Industrial Estate Linwood PA3 3BD United Kingdom	The provision of a service of non-hazardous waste collection, treatment and disposal.

Original Registration Date: 2017-05-02

Effective Date: 2023-05-02

Latest Revision Date: 2023-04-27

Expiry Date: 2026-05-01

Page: 2 of 2

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A Member of the BSI Group of Companies.

# Certificate of Registration

ENVIRONMENTAL MANAGEMENT SYSTEM - ISO 14001:2015

This is to certify that:

Enva Scotland Ltd  
60 Murray Street  
Paisley  
PA3 1QG  
United Kingdom

Holds Certificate Number:

EMS 94629

and operates an Environmental Management System which complies with the requirements of ISO 14001:2015 for the following scope:

**Hazardous and non-hazardous waste collection, treatment and disposal. Oil recovery services. The manufacture of industrial chemical products to own and customer specifications. Third-party storage and re-packaging of non-waste materials. Recycling and re-use of non-hazardous materials, including soil manufacturing and composting.**

For and on behalf of BSI:



Matt Page, Managing Director Assurance - UK & Ireland

Original Registration Date: 2005-03-09

Latest Revision Date: 2023-10-06

Effective Date: 2023-11-02

Expiry Date: 2026-11-01



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BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W4 4AL, UK.  
A Member of the BSI Group of Companies.

Certificate No: EMS 94629

Location	Registered Activities
Enva Scotland Ltd 60 Murray Street Paisley PA3 1QG United Kingdom	Hazardous and non-hazardous waste collection, treatment and disposal. Oil recovery services. The manufacture of industrial chemical products to own and customer specifications. Third-party storage and re-packaging of non-waste materials.
Enva Scotland Ltd Dunniflats Depot Lugton Kilmarnock KA3 4EA United Kingdom	Hazardous and non-hazardous waste collection, treatment and disposal. Oil recovery services. Third-party storage and re-packaging of non-waste materials.
Enva Scotland Ltd Middleton Depot Lochlibo Road Lugton, Burnhouse Beith KA15 1LL United Kingdom	The provision of recycling of non-hazardous materials including soil manufacture and composting.
Enva Resource Management Ltd c/o Enva Scotland Ltd 60 Murray Street Paisley PA3 1QG United Kingdom	The provision of recycling of non-hazardous materials including soil manufacture and composting.

Original Registration Date: 2005-03-09

Effective Date: 2023-11-02

Latest Revision Date: 2023-10-06

Expiry Date: 2026-11-01

Page: 2 of 2

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BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W4 4AL, UK.  
A Member of the BSI Group of Companies.



# Certificate of Registration

OCCUPATIONAL HEALTH & SAFETY MANAGEMENT SYSTEM - ISO 45001:2018

This is to certify that:

Enva Scotland Ltd  
Dry Waste  
Burnbrae Road  
Linwood Industrial Estate  
Linwood  
PA3 3BD  
United Kingdom

Holds Certificate Number:

OHS 570793

and operates an Occupational Health and Safety Management System which complies with the requirements of ISO 45001:2018 for the following scope:

**The provision of a service of non-hazardous waste collection, treatment and disposal.**

**[Previously certified to BS OHSAS 18001:2007 since 2011-05-11]**



For and on behalf of BSI:

Matt Page, Managing Director Assurance - UK & Ireland

Original Registration Date: 2021-02-10

Effective Date: 2023-05-27

Latest Revision Date: 2023-04-27

Expiry Date: 2026-05-26



Page: 1 of 2

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BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W4 4AL, UK.  
A Member of the BSI Group of Companies.

Certificate No: OHS 570793

Location	Registered Activities
Enva Scotland Ltd Unit 1-5, Moorend Shewalton Road Irvine KA11 5AW United Kingdom	The provision of a service of non-hazardous waste collection, treatment and disposal.
Enva Scotland Ltd Unit 6 Newbridge Industrial Estate Newbridge EH28 8PJ United Kingdom	The provision of a service of non-hazardous waste collection, treatment and disposal.
Enva Scotland Ltd Cable Road Viewfield Industrial Estate Glenrothes KY6 2SY United Kingdom	The provision of a service of non-hazardous waste collection, treatment and disposal.
Enva Scotland Ltd Dry Waste Burnbrae Road Linwood Industrial Estate Linwood PA3 3BD United Kingdom	The provision of a service of non-hazardous waste collection, treatment and disposal.

Original Registration Date: 2021-02-10

Effective Date: 2023-05-27

Latest Revision Date: 2023-04-27

Expiry Date: 2026-05-26

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BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W4 4AL, UK.  
A Member of the BSI Group of Companies.

# Certificate of Registration

OCCUPATIONAL HEALTH & SAFETY MANAGEMENT SYSTEM - ISO 45001:2018

This is to certify that:

Enva Scotland Ltd  
60 Murray Street  
Paisley  
PA3 1QG  
United Kingdom

Holds Certificate Number:

OHS 530397

and operates an Occupational Health and Safety Management System which complies with the requirements of ISO 45001:2018 for the following scope:

**Hazardous and non-hazardous waste collection, treatment and disposal. Oil recovery services. The manufacture of industrial chemical products to own and customer specifications. Third-party storage and re-packaging of non-waste materials. Recycling and re-use of non-hazardous materials, including soil manufacturing and composting.**

**[Previously certified to BS OHSAS 18001:2007 since 2009-01-28]**

For and on behalf of BSI:



Matt Page, Managing Director Assurance - UK & Ireland

Original Registration Date: 2019-10-24

Latest Revision Date: 2023-10-06

Effective Date: 2023-11-02

Expiry Date: 2026-11-01

Page: 1 of 2



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BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W6 4AL, UK.  
A Member of the BSI Group of Companies.

Certificate No: OHS 530397

Location	Registered Activities
Enva Scotland Ltd 60 Murray Street Paisley PA3 1QG United Kingdom	Hazardous and non-hazardous waste collection, treatment and disposal. Oil recovery services. The manufacture of industrial chemical products to own and customer specifications. Third-party storage and re-packaging of non-waste materials.
Enva Scotland Ltd Dunniflats Depot Lugton Kilmarnock KA3 4EA United Kingdom	Hazardous and non-hazardous waste collection, treatment and disposal. Oil recovery services. Third-party storage and re-packaging of non-waste materials.
Enva Scotland Ltd Middleton Depot Lochilbo Road Lugton, Burnhouse Beith KA15 1LL United Kingdom	Recycling and re-use of non-hazardous materials, including soil manufacturing and composting.
Enva Resource Management Ltd c/o Enva Scotland Ltd 60 Murray Street Paisley PA3 1QG United Kingdom	Recycling and re-use of non-hazardous materials, including soil manufacturing and composting.

Original Registration Date: 2019-10-24

Effective Date: 2023-11-02

Latest Revision Date: 2023-10-06

Expiry Date: 2026-11-01

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BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W4 4AL, UK.  
A Member of the BSI Group of Companies.



# Certificate of Registration

## QUALITY MANAGEMENT SYSTEM - ISO 9001:2015

This is to certify that:

Enva Scotland Ltd  
60 Murray Street  
Paisley  
PA3 1QG  
United Kingdom

Holds Certificate Number:

FS 94628

and operates a Quality Management System which complies with the requirements of ISO 9001:2015 for the following scope:

**Hazardous and non-hazardous waste collection, treatment and disposal. Oil recovery services. The manufacture of industrial chemical products to own and customer specifications. Third-party storage and re-packaging of non-waste materials. The provision of recycling of non-hazardous materials including soil manufacture and composting.**

For and on behalf of BSI:



Matt Page, Managing Director Assurance - UK & Ireland

Original Registration Date: 2005-03-09

Latest Revision Date: 2023-10-06

Effective Date: 2023-11-02

Expiry Date: 2026-11-01

Page: 1 of 2



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Information and Contact: BSI, Kitemark Court, Davy Avenue, Knowlhill, Milton Keynes MK5 8PP. Tel: +44 345 080 9000  
BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W4 4AL, UK.  
A Member of the BSI Group of Companies.

Certificate No: FS 94628

Location	Registered Activities
Enva Scotland Ltd 60 Murray Street Paisley PA3 1QG United Kingdom	Hazardous and non-hazardous waste collection, treatment and disposal. Oil recovery services. The manufacture of industrial chemical products to own and customer specifications. Third-party storage and re-packaging of non-waste materials.
Enva Scotland Ltd Dunniflats Depot Lugton Kilmarnock KA3 4EA United Kingdom	Hazardous and non-hazardous waste collection, treatment and disposal. Oil recovery services. Third-party storage and re-packaging of non-waste materials.
Enva Scotland Ltd Middleton Depot Lochlibo Road Lugton, Burnhouse Beith KA15 1LL United Kingdom	The provision of recycling of non-hazardous materials including soil manufacture and composting.
Enva Resource Management Ltd c/o Enva Scotland Ltd 60 Murray Street Paisley PA3 1QG United Kingdom	The provision of recycling of non-hazardous materials including soil manufacture and composting.

Original Registration Date: 2005-03-09

Latest Revision Date: 2023-10-06

Effective Date: 2023-11-02

Expiry Date: 2026-11-01

Page: 2 of 2

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Information and Contact: BSI, Kitemark Court, Davy Avenue, Knowlhill, Milton Keynes MK5 8PP. Tel: + 44 345 080 9000  
BSI Assurance UK Limited, registered in England under number 7805321 at 389 Chiswick High Road, London W4 4AL, UK.  
A Member of the BSI Group of Companies.



Current issue date:  
Expiry date:  
Certificate identity number:

26 April 2023  
25 April 2026  
10541141

Original approval(s):  
ISO 9001 - 26 April 2023

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# Certificate of Approval

This is to certify that the Management System of:

## Enva Scotland Limited

49 Burnbrae Road, Linwood, Paisley, PA3 3BD, United Kingdom

has been approved by LRQA to the following standards:

**ISO 9001:2015**

Approval number(s): ISO 9001 – 00030458

This certificate is valid only in association with the certificate schedule bearing the same number on which the locations applicable to this approval are listed.

**The scope of this approval is applicable to:**

The provision of a service of non-hazardous waste collection, treatment and disposal.

This certificate is a continuation of a previous approval from another certification body as follows:

Previous original ISO 9001 approval on 14-AUG-2017, BSI certificate number FS 665955

**Marta Esoudero**

Regional Director, United Kingdom and Americas (UKAM)

Issued by: LRQA Limited



LRQA Group Limited, its affiliates and subsidiaries and their respective officers, employees or agents are, individually and collectively, referred to in this clause as 'LRQA'. LRQA assumes no responsibility and shall not be liable to any person for any loss, damage or expense caused by reliance on the information or advice in this document or howsoever provided, unless that person has signed a contract with the relevant LRQA entity for the provision of this information or advice and in that case any responsibility or liability is exclusively on the terms and conditions set out in that contract.  
Issued by: LRQA Limited, 1 Trinity Park, Bickenhill Lane, Birmingham B37 7ES, United Kingdom

Page 1 of 2

# Certificate Schedule

Location	Activities
49 Bumbrae Road, Linwood, Paisley, PA3 3BD, United Kingdom	ISO 9001:2016 The provision of a service of non-hazardous waste collection, treatment and disposal.
Cable Road, Viewfield Industrial Estate, Glenrothes, KY6 2SY, United Kingdom	ISO 9001:2016 The provision of a service of non-hazardous waste collection, treatment and disposal.
Unit 6, Newbridge Industrial Estate, Newbridge, EH28 8PQ, United Kingdom	ISO 9001:2016 The provision of a service of non-hazardous waste collection, treatment and disposal.
Unit 1-5 Moorend, Shewalton Road, Irvine, KA11 5AW, United Kingdom	ISO 9001:2016 The provision of a service of non-hazardous waste collection, treatment and disposal.



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Issued by: LRQA Limited, 1 Trinity Park, Bickenhill Lane, Birmingham B37 7ES, United Kingdom

# Certificate of Approval

This is to certify that the Management System of:

## Enva Scotland Limited

49 Burnbrae Road, Linwood, Paisley, PA3 3BD, United Kingdom

has been approved by Lloyd's Register to the following standards:

### End of Waste Regulations for glass cullet to European Regulation EU/1179/2012

Approval number(s): EU/1179/2012 – 00030435

**The scope of this approval is applicable to:**

The receipt and treatment of clear waste glass bottles for processing into glass cullet under the requirements of the End of Waste Regulations.



**David Derrick**

Area Operations Manager UK & Ireland

Issued by: Lloyd's Register Quality Assurance Limited



001

Lloyd's Register Group Limited, its affiliates and subsidiaries, including Lloyd's Register Quality Assurance Limited (LRQA), and their respective officers, employees or agents are, individually and collectively, referred to in this clause as 'Lloyd's Register'. Lloyd's Register assumes no responsibility and shall not be liable to any person for any loss, damage or expense caused by reliance on the information or advice in this document or howsoever provided, unless that person has signed a contract with the relevant Lloyd's Register entity for the provision of this information or advice and in that case any responsibility or liability is exclusively on the terms and conditions set out in that contract.

Issued by: Lloyd's Register Quality Assurance Limited, 1 Trinity Park, Bickenhill Lane, Birmingham B37 7ES, United Kingdom.



A thick, dark green curved line starts from the left edge of the page, curves downwards and to the right, and ends at the bottom right corner. It separates the white header area from the light green background.

## Third Party Accreditations

- Achilles
- CHAS
- SMAS Worksafe
- Safe Contractor



# Certificate of Registration

This is to certify that

**ENVA SCOTLAND LIMITED**

has successfully achieved the Achilles UVDB registration,  
having completed an online pre-qualification questionnaire.

AchillesID: 00024009

Start date of membership: 20 August 2023

Expiration Date: 19 August 2024

Dr. Paul Stanley  
Chief Executive Officer  
Achilles

Achilles

UVDB

SILVER PLUS

# Product and Service Code Summary

Supplier Name: Enva Scotland Limited

AchillesID: 00024009

1.10.18.0 Pollution Control Equipment

2.5.2.0 Scrap Disposal Services

2.5.3.0 Refuse/General Waste Disposal Services

2.5.6.0 Hazardous Material Handling/Treatment/Disposal Services (incl. Asbestos)

2.5.7.0 Non-hazardous Disposal Services

2.5.8.0 Decontamination/Pollution Control Services

2.5.10.0 Recycling Services

2.5.11.0 Waste Skip Hire

2.5.12.0 Waste Management Services

2.5.99.0 Other Disposal Services

2.8.7.0 Storage & Warehousing Services

4.1.23.0 Land Reinstatement Services

4.1.51.0 Sewage/Sludge Disposal Services

4.3.7.0 Sewer Pipe Maintenance & Repair

4.3.22.0 Sewer Jetting Services

4.3.99.0 Other Pipe Services

4.4.19.0 Ash/Residue Disposal System Services

4.99.29.0 Industrial Cleaning Services





STANDARD



# CERTIFICATE OF ACCREDITATION

This is to certify that

**Enva Scotland Ltd**

**Membership No.: CHAS-143882**  
**Contractor - Construction**

has demonstrated compliance with the CHAS standards in line  
with SSIP Core Criteria and UK H&S Legislation.

Full SSIP Core Criteria assessment carried out by SMAS

**Ian McKinnon**  
**Managing Director**



CERTIFICATE VALID UNTIL

**20 JUNE 2025**

**0345 521 9111**

**CHAS.co.uk**

The information on this certificate is correct at the time of issue. To confirm the validity of a contractor, please visit <https://portal.chas.co.uk>  
Full validation of this certificate should be made via the SSIP Portal [www.ssiportal.org.uk](http://www.ssiportal.org.uk)

# Business Compliance Overview

ENVA SCOTLAND LIMITED





Smas Worksafe accreditation has been achieved following an assessment of the company's Health & Safety documentation, and compared against the SSIP Core Criteria, which set out the standards required to achieve accreditation.

This company has achieved certification by meeting the required standards on the below criteria:

- ✓ Health & Safety policy and organisation for Health & Safety
- ✓ Arrangements
- ✓ Competent advice - corporate and construction related
- ✓ Individual qualifications and experience
- ✓ Monitoring, audit and review
- ✓ Workforce involvement
- ✓ Accident reporting and enforcement action; follow up investigation
- ✓ Sub-contracting /consulting procedures (if applicable)
- ✓ Risk assessment leading to a safe system of work
- ✓ Co-operating with others and co-ordinating your work with that of other contractors
- ✓ Welfare provision

Some of our trusted clients:



As part of your Smas Worksafe accreditation your company details have been placed on the **Smas Worksafe Client Portal** which allows all client users to view your trade and contact details and contact you for tender opportunities as they see fit.



Smas Worksafe  
3rd Floor, The Merchant, 45 Notte Street, Plymouth, PL1 2AG.

[www.smasltd.com](http://www.smasltd.com)



# SSIP Approved

## Smas Worksafe accreditation

### ENVA SCOTLAND LIMITED

Has been checked and verified against the SSIP Core Criteria and UK Health & Safety legislation, and the company has been awarded Smas Worksafe accreditation.

### Contractor

**Assessment approval date:** 22/05/2024

**Certificate expiry date:** 20/06/2025

**Certificate number:** 154686

Signed on behalf of:  
Smas Worksafe



A registered member scheme of  
Safety Schemes In Procurement (SSIP)

Full validation of this certificate should be made  
via the SSIP Portal [www.ssiportal.org.uk](http://www.ssiportal.org.uk)





## Certificate of Accreditation

This is to certify that

ENVA Scotland Limited

has achieved SafeContractor accreditation

Date: 29th May 2024

This certificate is valid until: 29th May 2025

Certificate number: DT9883

This SafeContractor Accreditation has been awarded on the back of the SSIP deem to satisfy process:

SSIP Originator Scheme: Safety Management Advisory Services (SMAS)

SSIP Originator Scheme expiry: 20/06/2025

Signed:

Alyn Franklin  
Alcumus CEO



Alcumus SafeContractor, Alys House, Parc Nanigaw, Cardiff, CF15 7QX

T: 029 2026 6749 E: [safecontractor@alcumus.com](mailto:safecontractor@alcumus.com) W: [www.alcumus.com](http://www.alcumus.com) | [www.safecontractor.com](http://www.safecontractor.com)

This certificate is the property of Alcumus SafeContractor and must be returned on request



## Schedule to SafeContractor certificate

This SafeContractor certificate is awarded for the following services:

### Work Categories:

**Waste Services:** Refuse Collection & Disposal, Toxic & Hazardous Waste, Waste Collection - General, Waste Collection - Recycling, Waste Collection/Disposal Services

### Industry Roles:

Non-Construction Contractor

### Category Related Activities:

Inhalation of Dust, Fibres and Fumes, Selection & Control of Subcontractors, Traffic Management, Working with Chemicals and Hazardous substances

**SafeContractor** accreditation has been achieved following an assessment of the contractor's health & safety documentation, and compared against the **SafeContractor** Charter Standards, which set out the health & safety standards required to achieve accreditation.

For more information on the Charter Standards, the **SafeContractor** scheme or for confirmation of this contractor's accreditation please telephone **SafeContractor** on 029 2026 6749.

[www.safecontractor.com](http://www.safecontractor.com)  
[www.alcumus.com](http://www.alcumus.com)

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Company registration number: 07616138





# Compliance Data

- [Enva Scotland Head of Compliance CV](#)
- [Enva Recycling Health & Safety Statistics](#)



Paul O'Brien  
Head of QHSE  
Recycling Scotland



### Profile

Paul is a senior manager with significant leadership experience, with 35 years' experience in the waste and chemical industries. An array of key skills has been acquired through the management of high hazard situations and the development of health and safety management systems within several businesses.

### Qualifications

- BSc Hons Chemistry
- PGC Safety and Risk Management
- MSc Environmental Studies
- Lean Six Sigma Black Belt
- PRINCE 2

### Expertise

- Ensuring legislative compliance within the business
- Management of integrated management systems for ISO9001, ISO14001 and ISO45001
- Reducing accidents within operations and traffic fleet
- Raising standards across the division
- Challenging the safety culture to bring about continual improvement in QHSE

### Proposed Role on this Project

Paul is the lead expert in the field of quality, health, safety and environmental management for the Enva Scotland Recycling business. He maintains an overview of the QHSE performance and along with his team provides guidance and technical expertise to ensure our activities meet the high standards we expect to achieve for ourselves and our customers.

### Personal Statement

"I am driven by a strong sense of accountability and the desire to improve performance in order to advance the needs of customers and the Enva business. I am passionate about health and safety and creating the right environment for a culture of improvement in QHSE to flourish within the business."

## ENVA Scotland - Health and Safety Statistics

Category	Total					Frequency - Per 200,000 man-hours				
	FY24	FY23	FY22	FY21	FY20	FY24	FY23	FY22	FY21	FY20
Hours Worked	953,446	915,848	806,913	716,523	877,059					
Fatalities	0	0	0	0	0	0.0	0.0	0.0	0.0	0.0
Riddor	6	5	4	1	10	1.3	1.1	1.0	0.3	2.3
Lost Time Incidents	10	9	8	4	8	2.1	2.0	2.0	1.1	1.8
First Aid Accidents	29	44	38	20	44	6.1	9.6	9.4	5.6	10.0

Reporting period is financial year Apr - Mar

### Recycling Scotland

Category	Total					Frequency - Per 200,000 man-hours				
	FY24	FY23	FY22	FY21	FY20	FY24	FY23	FY22	FY21	FY20
Hours Worked	721,582	727,935	633,451	557,121	731,216					
Fatalities	0	0	0	0	0	0.0	0.0	0.0	0.0	0.0
Riddor	5	5	4	1	0	1.4	1.4	1.3	0.4	0.0
Lost Time Incidents	6	6	8	4	6	1.7	1.6	2.5	1.4	1.6
Total Personal Injuries	24	35	36	19	41	6.7	9.6	11.4	6.8	11.2

### Specialist - Organics

Category	Total					Frequency - Per 200,000 man-hours				
	FY24	FY23	FY22	FY21	FY20	FY24	FY23	FY22	FY21	FY20
Hours Worked	170,530	151,114	149,661	181,212	232,174					
Fatalities	0	0	0	0	0	0.0	0.0	0.0	0.0	0.0
Riddor	1	0	0	0	0	1.2	0.0	0.0	0.0	0.0
Lost Time Incidents	4	3	0	0	0	4.7	4.0	0.0	0.0	0.0
Total Personal Injuries	5	6	2	1	3	5.9	7.9	2.7	1.1	2.6

A large, thick, dark green curved shape that starts from the top left and sweeps downwards towards the bottom right, framing the content area.

# Licenses

- Waste Carriers License
- Goods Vehicle Operators License
- Waste Management License – Linwood
- Waste Management License – Newbridge
- Waste Management License – Irvine
- Waste Management License – Glenrothes
- PPC License – Paisley
- PPC License – Dunniflats
- PPC License - Blantyre

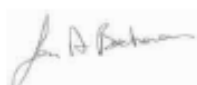
# CONFIRMATION OF REGISTRATION AS A CARRIER AND/OR BROKER OF CONTROLLED WASTE

Email: [registry@sepa.org.uk](mailto:registry@sepa.org.uk)

The following information is hereby certified by the Scottish Environment Protection Agency, Strathallan House, Castle Business Park, Stirling, FK9 4TZ to be information which at the date of this certificate is entered in its register of carriers and/or brokers of controlled waste.

Registration Number	SWE/017796
Registered Activity	Carrier & Broker of controlled waste
Registered Person	Envia Scotland Ltd
Business Trading Name	Envia Scotland Ltd
Principal Place of Business	49 Burnbrae Road, Linwood, Paisley, Renfrewshire, PA3 3BD
Date of Registration/Renewal	8 November 2021
Date of Expiration*	1 April 2025

Authorised to sign on behalf of SEPA:



## NOTES

You can check whether there has been any change in the information contained in this certificate by contacting SEPA.

\*Registration will expire on this date unless: -

- (a) it is revoked before expiry.
- (b) the carrier requests the removal of their name from the register at an earlier time.
- (c) an application for renewal is made within the six months ending on the expiry date and the application is still outstanding or is the subject of an appeal on that date.
- (d) in the case of a registered partnership, if any of the partners ceases to be registered or if anyone who is not registered becomes a partner.

# GOODS VEHICLE OPERATOR'S LICENCE

THIS LICENCE MUST NOT BE ALTERED OR DEFACED IN ANY WAY

Issued to:

ENVA SCOTLAND LIMITED  
T/A: ENVA  
UNIT 49  
BURNBRAE ROAD  
LINWOOD INDUSTRIAL ESTATE  
LINWOOD  
PAISLEY  
PA3 3BD

Issued by:

Office of the Traffic Commissioner  
Scotland  
Level 6, the Stamp Office  
10 Waterloo Place  
Edinburgh  
EH1 3EG  
0300 123 9000

Goods Vehicle Standard National

Licence number: OM0011400  
**NOT TRANSFERABLE**

This licence is in force from:

04/05/1995

This licence will continue for as long as you continue to meet its terms. However, it will come to an end if you do not pay the necessary continuation fee by the date required. The licence may also face regulatory action including revocation if you operate outside its terms. You have paid for an initial period of five years, which starts with the date the licence was issued. The continuation fee must be paid before the end of the month before that five year period comes to an end and every five years after that. Please see note 1 for further details.

This document is an operator's licence issued under the Goods Vehicles (Licensing of Operators) Act 1995 (the Act). The undertakings recorded on this licence have been given by the licence holder and are considered to be material to the grant of the licence. In the case of a licence first issued before 1 January 1996, the recorded undertakings include statements of intent made by the operator.

**The maximum number of motor vehicles and trailers authorised in accordance with section 6 of the Act is:**

Motor vehicles 164

Trailers (inc semi-trailers) 81



Traffic Commissioner



## Waste Management License – Linwood Depot



# Waste Management Licence

Environmental Protection Act 1990 (as amended)

Waste Management Licensing Regulations 1994 (as amended)

Under Sections 35 and 36 of the above Act, the Scottish Environment Protection Agency as Waste Regulation Authority, hereby grants a Waste Management Licence to:

Name and Address of Licence Holder	Wm Tracey Ltd Burnbrae Road Linwood PA3 3BD
Site	Burnbrae Road Linwood PA3 3BD
Licence No	WML/W/20110
O.S. Grid Ref	NS 432 643

authorising the keeping and treating of controlled waste of the types and quantities specified in the attached conditions, in or on the site above specified.

This Licence is granted subject to the conditions contained in the Schedule of Conditions attached and signed as relative hereto and effective from the date hereof.

Signed Robert Kerr

Director West Region  
(or a person authorised to sign on his behalf)

Date 21st August 1998

## Waste Management License – Newbridge Depot

Reference Number: WML/L/1131703

**SCOTTISH ENVIRONMENT PROTECTION AGENCY**  
**ENVIRONMENTAL PROTECTION ACT 1990 (AS AMENDED)**  
**WASTE MANAGEMENT LICENSING (SCOTLAND) REGULATIONS 2011**

**WASTE MANAGEMENT LICENCE**


**Licence No:** WML/L/1131703

**To:** William Tracey Limited

**Address:** 49 Burnbrae  
Linwood  
Paisley  
PA3 3BD

The Scottish Environment Protection Agency, being a waste regulation authority as defined in Section 30 of the Environmental Protection Act 1990 (the Act), in exercise of its powers under Section 35 and 36 of the Act, hereby grants a waste management licence to William Tracey Limited, Company Registration Number 229005 (the Licence Holder).

This licence authorises the treatment, keeping or disposal of waste by the Licence Holder in or on the area of land at Newbridge Resource Management Centre, Unit 6 Clifton Hall Industrial Estate, Newbridge, EH28 8PJ subject to the conditions contained in the attached Schedule(s).



Authorised to sign on behalf of the  
Scottish Environment Protection Agency

Date: 9 April 2015

Under Section 43 (1) of the Act, you may appeal against the terms of this licence to the Scottish Ministers, except where it relates to a direction given by the Scottish Ministers. Your attention is drawn to Regulations 4 to 7 of the Waste Management Licensing (Scotland) Regulations 2011 (SI2011 No.228) which set out the procedure for appealing.

Scottish Environment Protection Agency



## Waste Management Licence

Environmental Protection Act 1990 (as amended)

Waste Management Licensing Regulations 1994 (as amended)

Under Sections 35 and 36 of the above Act, the Scottish Environment Protection Agency as Waste Regulation Authority, hereby grants a Waste Management Licence to:

Name and Address of Licence Holder	Mr James Kane Wilson, The Haven, Shewalton Road, Irvine, KA11 5AR
Site	Units 1 - 5 Shewalton Road, Shewalton, Irvine, KA11 5AW
Licence No	WML/W/20175
O.S. Grid Ref	NS 3305 3705

authorising the keeping and treating of controlled waste of the types and quantities specified in the attached conditions, in or on the site above specified.

This Licence is granted subject to the conditions contained in the Schedule of Conditions attached and signed as relative hereto and effective from the date hereof.

Signed  .....

**Director of Operations**  
(or a person authorised to sign on his behalf)

Date 27 April 2001 .....

## Waste Management License – Glenrothes Depot

Reference Number: WML/E/273

### SCOTTISH ENVIRONMENT PROTECTION AGENCY

#### ENVIRONMENTAL PROTECTION ACT 1990 (AS AMENDED) WASTE MANAGEMENT LICENSING REGULATIONS 1994 (AS AMENDED)

#### NOTICE OF TRANSFER OF WASTE MANAGEMENT LICENCE UNDER SECTION 40

**Licence No:** WML/5/96 (As Modified)

**To:** William Tracey Limited

**Address:** 49 Burnbrae Road  
Linwood Industrial Estate  
Linwood  
Paisley  
Renfrewshire  
PA3 3BD

Notice is hereby given that the Scottish Environment Protection Agency, being a waste regulation authority in terms of section 30 of the 1990 Act, and being satisfied on the basis of the joint application dated 24 May 2010 by you and McDonald Recycling Limited (the Transferor) that you are a fit and proper person, has effected a transfer of Waste Management Licence WML/5/96 dated 21 March 1996 (As Modified) from the Transferor to you in terms of section 40 of the 1990 Act, by endorsing a certified true copy of the Public Register copy of the said Licence with your particulars.

  
.....  
Authorised to sign on behalf of the  
Scottish Environment Protection Agency

Date: 5 July 2010

# **THE ENVIRONMENTAL PROTECTION ACT 1990, PART I**

## **WASTE MANAGEMENT LICENCE**

Licence No: WML/5/96

The Kirkcaldy District Council hereby grants a Waste Management Licence in respect of the following:-

Full name and address of licence holder	McDonald Metals, Cable Road, Viewfield Industrial Estate, GLENROTHES. Fife
Location of site to which licence relates.	Scrap Yard, Cable Road, Viewfield Industrial Estate, GLENROTHES. Fife  Grid Ref: NT 267 996
Form of deposit or disposal to which this licence relates.	Vehicle Dismantler/Scrap Yard/Transfer Station
Types of waste authorised and any limitation to quantity.	Scrap Vehicles/Metals (1820 tonnes/annum) General Waste (3,640 tonnes/annum) Total Maximum Annual Throughput = 5460tonnes
Hours of Operation	Mon - Fri Sat Sun 0800 1700 0900 1600  Total Hours per week: 59 hours

**This Licence is granted subject to the conditions of the Act.**

**Note:- This licence may also be referred to as a Waste Management Licence.**

This Licence WML/E/273, of which this is a certified true copy of the public register copy, was transferred from McDonald Recycling Limited, 49 Burnbrae Road, Linwood Industrial Estate, Linwood, Paisley, Renfrewshire PA3 3BD to William Tracey Limited, 49 Burnbrae Road, Linwood Industrial Estate, Linwood, Paisley, Renfrewshire PA3 3BD company registration number SC057052, with effect from 5 July 2010.

Dated 21/3/96

Si

*Julie M. Miller*

Date: 5 July 2010

**THE LICENCE HOLDER SHOULD READ AND COMPLY WITH THE CONDITIONS OF THE ACT.**

Authorised to sign on behalf of  
the Scottish Environment Protection Agency



**SCOTTISH ENVIRONMENT PROTECTION AGENCY**

**Pollution Prevention and Control Act 1999**

**Pollution Prevention and Control (Scotland) Regulations 2000  
("the Regulations")**

**PERMIT TO OPERATE A 'PART A' INSTALLATION**

**Permit Number: PPC/A/1016807**

Operator: William Tracey Limited  
49 Burnbrae Road  
Linwood  
Paisley  
PA3 3BD

The Scottish Environment Protection Agency ("SEPA"), in accordance with Regulation 7 of the Regulations, hereby grants a permit to William Tracey Limited, company registration number SC057052 having its registered office at 49 Burnbrae Road, Linwood, Paisley, PA3 3BD ("the Operator") to operate an installation, more particularly described in Schedule 1 of this permit, on a site at 60 Murray Street, Paisley, Renfrewshire, PA3 1QH more particularly described in said Schedule 1, subject to the requirements of the Regulations and to the conditions contained in the Schedules to this Permit.

Signed Robert Ken  
Authorised to sign on behalf of the  
Scottish Environment Protection Agency

Date: 26 October 2007

**Right of Appeal**

Under Regulation 22 of the Regulations you are entitled to appeal to the Scottish Ministers against any condition or conditions of this Permit within six months of the date of this Permit, except where SEPA has granted this Permit in implementation of a direction to SEPA of the Scottish Ministers. The bringing of an appeal will not have the effect of suspending the operation of the said condition or conditions. The procedures for the making of an appeal are set out in Schedule 8 of the Regulations.

**PPC Permit – Dunniflats**



Our Ref: PPC/A/1017028  
Your Ref:

William Tracey Ltd  
Burnbrae Road  
Linwood Industrial Estate  
Linwood  
Renfrewshire  
PA3 3BD

**FAO: Dr Doug Nobel**

5 September 2007

Dear Sirs

**POLLUTION PREVENTION AND CONTROL ACT 1999  
POLLUTION PREVENTION AND CONTROL (SCOTLAND) REGULATIONS 2000 ("the Regulations")  
APPLICATION BY: WILLIAM TRACEY LTD  
SITE: DUNNIFLATS DEPOT, LUGTON, EAST AYRSHIRE  
PERMIT REFERENCE NUMBER: PPC/A/1017028**

Further to your application for a permit under regulation 7 of the Regulations, I enclose your Permit.

Should you be unhappy with any of the conditions attached you have the right to appeal to the Scottish Ministers providing the conditions have not been applied as a result of a Direction to SEPA from Scottish Ministers. The procedures to be followed in the event of any appeal are set out in Regulation 22 and Schedule 8 to the Regulations. Your appeal must be made in writing to the Scottish Ministers no later than 5 March 2008 in accordance with the procedures specified in Schedule 8 of the above Regulations. A guidance note is attached to this letter for your assistance.

Particular attention should also be paid to the Explanatory Notes attached to the Permit.

If you have any queries relating to this letter please contact Richard Birch at the Ayr office, telephone number 01292 294000.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'C. McDermott', is positioned above the printed name.

Catriona McDermott  
Senior Registry Officer

Enc



Our Ref: PPC/A/1038376  
Your Ref:

Albion Environmental  
24 Carrick Park  
Ayr  
KA7 2SL

If telephoning ask for:  
Steven Kidd

FAO: Alasdair Meldrum

22 November 2010

Dear Sirs

**POLLUTION PREVENTION AND CONTROL (SCOTLAND) REGULATIONS 2000 ("the Regulations")  
APPLICATION DETERMINATION**

**Application reference number: PPC/A/1038376**  
**Operator: GP Plantscape Ltd**  
**Site: Blantyre Muir, Newhousemill Road, Blantyre**

Following your application for authorisation to operate the above activity please find enclosed your new pollution prevention and control permit.

If you are unhappy with any of the conditions attached you have the right to appeal to the Scottish Ministers providing the conditions have not been applied as a result of a direction to SEPA from Scottish Ministers. The procedures for making an appeal are explained in regulation 22 and Schedule 8 to the regulations. Your appeal must be made in writing to the Scottish Ministers no later than 6 months from the date of this letter. A guidance note is attached to this letter for your assistance.

Particular attention should also be paid to the explanatory notes attached to the permit.

Please contact Steven Kidd at the East Kilbride office, on telephone number 01355 574200, if you have any queries relating to this letter.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'C. McDermott', is positioned above the printed name of the signatory.

Catriona McDermott  
Senior Registry Officer

Enc