Official

Environmental Management System & Sustainability Policy

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| Approved by | Position |
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| Adrian Jackson | Chief Executive |
| Kate Ellis | OPA Chair |

| Document Owner | Review Period | Next Review Date |
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The Oil and Pipelines Agency’s (OPA) primary aim is to safely manage and operate the Ministry of Defence Oil Fuel Depots (OFDs) and Salt Caverns in order to provide a fuel receipt, storage and issue service that meets the requirements of our customers and stakeholders. OPA recognises that the nature of its activities could give rise to pollution to the environment and ensures that all activities carried out by the organisation comply with all relevant environmental legislation. This policy statement demonstrates how the OPA actively manages these impacts through an environmental management system and promoting sustainability by introducing a zero-carbon emission strategy. The OPA allocates adequate resource and finances to ensure effective management of our business to meet our obligations to reduce our impact to the environment.

The OPA:

* + Complies with relevant legislation from SEPA and EA and keeps up to date of changes by managing a legislation register through Legislation Service Updates (LUS).
  + Complies with Government legislation on sustainability and zero carbon emissions intent.
  + Ensures that compliant Pollution Prevention Control permits are operated, where required.
  + Identifies the roles and responsibilities of those involved in the management and implementation of EMS, identifies and provides for their training needs via the Competency Management System (CMS).
  + Protects our neighbouring properties and waterways by continuing to operate a policy of routine maintenance, inspection and prompt repair.
  + Considers sustainability and carbon footprint when procuring services, new assets or modifying existing infrastructure and assets, including future energy usage.
  + Applies risk analysis methods to identify major accident hazards and scenarios, and suitable control measures to prevent and mitigate the effects of a major accident. The identification and evaluation of hazards covers all phases of our operations including storage, fuel transfer and control of emissions to the environment. These are detailed in the Bow Ties.
  + Ensures appropriate Operating and Maintenance Procedures are developed, adopted, and implemented to exercise control over all aspects of the OPA’s operations. Safety critical tasks are clearly identified within the procedures in order to address aspects of human factors.
  + Requires its contractors to manage Health, Safety, Environment and Sustainability in line with this policy.
  + Ensures through the tender process that its subcontractors, suppliers or designers take account of sustainability issues.
  + Ensures that plant, vehicle and equipment modifications are planned to include reductions in noise and light pollution, emissions and energy consumption.
  + Provides emergency response preparedness planning in line with the identified major accident to the environment (MATTE) scenarios and strives to continually improve these arrangements through regular training, exercises and sharing of lessons learned both internally and externally.
  + Conducts regular internal audits across all locations and activities to ensure adherence to EMS&S practices and procedures, as well as verifying that hazardous waste is handled only by licensed waste contractors according to the site Waste Management Plan. Corrective actions are recorded and implemented to a set deadline in accordance with the OPA Audit procedure.
  + Develops active and reactive Environmental and Sustainability Performance Indicators, to monitor achievement of the OPA EMS and sustainability initiatives.
  + Creates a culture that encourages staff to identify and participate in sustainability initiatives, such as reducing travelling when alternatives are available, minimising use of paper and other office consumables, reduce energy consumption of offices and equipment through the use of energy efficient equipment and good housekeeping.

The OPA strives for continual improvement through commitment to best practice.

* + Uses its Annual Business Plan to set targets for continual improvement; to measure, appraise and report performance on its SEPA/EA, Compliance and Environmental and Sustainability performance objectives.
  + The Senior Leadership Team is responsible for the governance of this policy. It continually monitors and measures our HSE performance in accordance with the Corporate Risk Register, 10 Pillar Audits, and Site Improvement Plans, and uses these measures to prioritise compliance objectives.
  + The OPA Board actively engages with the Senior Leadership Team to gain assurance that this policy is being applied and continuous improvements are made to the control and prevention of MATTE.

Adrian Jackson Kate Ellis

**Chief Executive Chair**