

# **QUALITY AND SUSTAINABILITY POLICY**

---



# INTRO / MISSION STATEMENT

Circuvate is a consulting agency that is focused on the development of products and processes that have a **better environmental impact**, through **science, technology, and circular economy strategies**. Our main focus is the textiles, fashion and apparel sector.

Our mission is simple: **“To enable and empower our clients to reduce the environmental impact of the textiles, fashion and apparel sector through the application of science and the principles of the circular economy.”**

To this end, I believe that **quality** and **sustainability** should be given equal billing as the cornerstones of our consulting business - to meet the needs of our clients whilst having a tangible net positive impact.

It is a living document that will be updated continuously as we learn, expand, and evolve as a business. I invite any and all stakeholders to critique and comment on our policies and to share in our journey.

**Dr. Ashley Holding**  
Principal Consultant



# QUALITY

Circuvate **commits to:**

- **Exceed** our clients expectations and fulfill their needs by producing high quality work, on time, and on-budget
- **Continuously improve** our service and product offering
- **Continuously develop** our skills, knowledge, and competencies
- **Stay informed** of the latest scientific and academic developments
- **Ensure** that our work is always backed by empirical evidence, data, and peer-reviewed literature
- **Continuously refine** our policies and procedures to ensure the highest standards of quality

To achieve these quality objectives we commit to implementing a documented quality management system that complies with the requirements of the ISO 9001:2015 standard. Our progress will be monitored and measured according to a set of key performance indicators and subjected to an annual audit and review.



# SUSTAINABILITY

Circuvate was created to have a **positive impact** on our planet and its people.

This means that all our actions, either through our work for clients, our external communications, and our own operations and purchasing decisions must be evaluated through this lens.

In tandem with the quality objectives, these sustainability policies will be subjected to annual review and will be continuously refined and improved based on stakeholder feedback and key performance indicators.

Our sustainability policy can be summarised in the **3 core tenets that define who we are as a company**:

- We are **Digital-first**
- We are **Impact-focused** and
- We **Lead by Example**

# WE ARE DIGITAL- FIRST

We are a **digital-first** company. This means that:

- Unless absolutely necessary, all internal and external communications and documentation will be digital, avoiding printing.
- If printing is necessary - for example for contracts or documents that must be signed or stored physically, then recycled paper must be used and ink usage minimized where possible.
- All meetings, internal and external will take place *via* video conference as a first priority.
- Unless absolutely necessary, international travel will be restricted and, if deemed absolutely necessary, then the most reasonable low carbon alternative will be chosen.

# WE ARE IMPACT FOCUSED

We are an **impact-focused** company. This means that work for our clients, as well as our own projects and ongoing operations must:

- Result in a positive outcome in terms of environmental and social impact as defined by the UN Sustainable Development Goals (SDGs). At least one or more SDGs must be impacted by the project(s) and should be evaluated prior to project acceptance and after project completion.
- Be aligned to the generally accepted principles of the circular economy, more specifically, each project must contribute to one or more of the following key principles as outlined by the Ellen MacArthur Foundation:
  - Designing Out Waste and Pollution
  - Keeping Products and Materials in Use
  - Regenerating Natural Systems
- Comply fully with any relevant statutory and regulatory environmental laws and requirements.
- Furthermore, any clients that we work with must be aligned with and demonstrate a commitment to these principles before commencement of a project.

# WE LEAD BY EXAMPLE

This means that for every purchase of a product or service on behalf of Circuvate, we must consider:

- Is it absolutely necessary for the running of our business?
- And/or will it positively contribute to our sustainability objectives, as defined in this policy?
- Can we reduce the environmental impact of the product or service, for example, by:
  - Buying second hand?
  - Substituting with alternative materials, such as those with recycled and/or bio-based content?
  - Recycling the product at the end of its life in a technical cycle?
  - Extending the lifetime of any materials by reuse and repair?





## COMMUNICATING THIS POLICY

Both quality and sustainability policies will be communicated and are expected to be understood by any potential staff, sub-contractors, clients and suppliers. Any employees or subcontractors working on behalf of the company should consider the policy as it applies to their work and exercise their best judgment in its application and interpretation, and should commit to taking part in the continuous improvement of quality and sustainability.

The Quality and Sustainability Policy will be made available on the Circuvate website and where appropriate, our social channels, and can be shared upon request.

## APPROVAL

This quality and environmental policy was reviewed and approved by the Founder and Principal Consultant, Dr. Ashley Holding.