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247 Alliance Ltd

Confidential Waste Removal Policy

Introduction

247 Alliance Ltd is committed to upholding the principles of environmental sustainability and responsible waste management. This document outlines the company's approach to confidential waste removal in accordance with ISO 14001:2015 – Environmental Management Systems.

Objective

The objective of this policy is to ensure that all confidential waste is disposed of in a secure, compliant, and environmentally responsible manner, minimizing our environmental impact and maintaining information security throughout the process.

Scope

This policy applies to all employees, departments, and third-party service providers involved in the generation, handling, transportation, and disposal of confidential waste at 247 Alliance Ltd.

Definition of Confidential Waste

Confidential waste includes any document, file, or data storage device containing sensitive or personally identifiable information that must be destroyed securely. Examples include employee records, financial information, legal documents, and customer data.

Procedures for Waste Handling

- Confidential waste must be placed in secure, clearly marked containers.
- Containers are collected regularly by authorized personnel or certified third-party waste contractors.
- All waste is transported securely and shredded or otherwise rendered irrecoverable.
- Records of waste collection and destruction are maintained for auditing purposes.

Legal and Environmental Compliance

247 Alliance Ltd ensures that all confidential waste disposal complies with the ISO 14001:2015 standard, the UK Data Protection Act, and other applicable environmental and data security regulations.

Training and Awareness

Employees receive regular training on proper confidential waste disposal procedures. Awareness campaigns are conducted to reinforce the importance of secure and environmentally friendly practices.

Monitoring and Review

The company's confidential waste disposal practices are monitored and reviewed regularly to ensure compliance with ISO 14001:2015 and to identify opportunities for improvement.

Malik Mustafa

Director

05/01/2026

Signed:



Review Date: 05/01/2027