



ALPHABET FORMATION  
Rue Victor Oudart 7 – 1030 Brussels (Belgium)  
Registration Number 0651795151

## Environmental Sustainability Policy

At Alphabet formation we are committed to fostering a culture of environmental stewardship across all aspects of our adult education services. Our policy outlines the principles and practices we implement to minimize our environmental impact and promote sustainability. Our company is fully committed to reducing the environmental impact of its activities, in line with [Directive \(EU\) 2019/904](#), which aims to reduce single-use plastics. We recognize the importance of contributing to the fight against marine pollution and promoting sustainable alternatives. Therefore, we have implemented concrete measures to progressively phase out the use of single-use plastic products, minimizing plastic waste from our operations and encouraging solutions that adhere to the principles of a circular economy and environmental sustainability.

**1.Sustainable Materials** : We prioritize the use of eco-friendly, recycled, or sustainably sourced materials in our operations and educational materials.

**2.Energy Efficiency** : We aim to reduce energy consumption by using energy-efficient equipment and encouraging responsible energy use among staff and learners.

**3.Waste Reduction** : We implement waste reduction practices, including minimizing paper use, promoting digital alternatives, and adopting waste segregation and recycling processes.

**4.Green Procurement** : We source goods and services from suppliers that meet our sustainability criteria, favoring those that use eco-friendly production methods and materials.

**5.Water Conservation** : We are committed to reducing water waste by installing water-efficient fixtures and raising awareness about responsible water use within our organization.

**6.Sustainable Transportation:** We encourage staff and participants to use public transportation, carpool, or engage in active travel (walking, cycling) to reduce our carbon footprint.

**7.Sustainable Event Planning:** We organize events and training sessions with sustainability in mind, reducing the use of single-use items and sourcing eco-friendly alternatives wherever possible.

**8.Paperless Communication:** We promote digital communication as the primary mode of correspondence, reducing paper use and avoiding printed materials when electronic formats are feasible.

**9.Recycling Initiatives:** We ensure that all recyclable materials, including paper, plastic, and electronic waste, are properly sorted and recycled in accordance with local regulations.



**10. Eco-friendly Marketing:** We reduce the environmental impact of our marketing materials by opting for digital promotion over print and using sustainably sourced materials when printing is necessary.

**11. Green Buildings:** Where feasible, we incorporate sustainable design principles in our office spaces, using energy-efficient lighting, sustainable construction materials, and eco-friendly furnishings.

**12. Educational Content:** We integrate environmental education into our training programs, ensuring that learners understand the importance of sustainability in their professional and personal lives.

**13. Carbon Footprint Reduction:** We actively measure and work to reduce our carbon footprint through energy-efficient practices, reducing travel, and offsetting unavoidable emissions.

**14. Sustainable Technology:** We invest in energy-efficient technology and equipment that reduce energy consumption and contribute to a lower environmental impact.

**15. Ethical Production:** Our environmental policy prohibits the production of promotional materials, such as roll-ups, PVC banners, steel and polyethylene and single-use plastic promotional items and any other support/tool made from materials like metal and plastic.

**16. Environmental Awareness:** We promote environmental awareness among our staff, learners, and partners through training, workshops, and educational resources.

**17. Sustainable Partnerships:** We collaborate with partners and stakeholders who share our commitment to sustainability and encourage them to adopt eco-friendly practices.

**18. Green Certifications:** We aim to acquire and maintain relevant environmental certifications to demonstrate our commitment to sustainability and continuously improve our environmental practices.

**19. Regular Policy Review:** This policy is reviewed regularly to ensure it reflects the latest environmental standards and practices, making adjustments as necessary to improve our sustainability efforts.

**20. Continuous Improvement:** We are committed to continually assessing and improving our sustainability initiatives, striving to exceed environmental standards and inspire others to follow suit.