
Sustainability Action Plan (SAP)

Completed by: Sustainability Team / Michael Beattie

Date Completed: 03/03/2026

Next Review: 03/03/2027

1. Understanding Our Current Impact

MEMS International has reviewed the environmental impact of its operations across office, warehouse, transport, procurement, and project delivery activities.

Current Position

Energy Use

- Electricity usage across office and warehouse operations is monitored.
- LED lighting is gradually being rolled out.
- Equipment shut-off procedures are in place to reduce unnecessary energy use outside working hours.

Waste Management

- General waste and recycling volumes are monitored monthly.
- Recycling systems are in place across warehouse and office facilities.
- Current recycling performance is estimated at approximately 40%.

Vehicles & Transport

- The company currently operates a mix of diesel, hybrid, and electric vehicles.
- Vehicle routing and loading are reviewed to reduce unnecessary mileage.
- A no-idling approach is in place for company vehicles where operationally practical.

Water Usage

- Water consumption is monitored through supplier billing and internal checks.
- Low-flow fixtures and leak reporting procedures have been introduced.

Materials & Procurement

- Exhibition materials are increasingly sourced from FSC-certified, recycled, reusable, or lower-impact suppliers.
- Approximately 50% of stand materials currently fall within these categories.

Carbon Footprint

- An initial operational carbon baseline has been started covering premises energy usage and transport emissions.
- Further monitoring and refinement of emissions data will continue as reporting processes develop.

Stakeholder Engagement

Feedback has been gathered from staff, suppliers, and clients to help identify practical sustainability improvements and set achievable business targets.

2. Sustainability Objectives & Targets

Objective	Target
Achieve Tier 3 ESSA Accreditation	By 2026
Increase use of sustainable exhibition materials	75% by 2027
Reduce energy consumption across premises	30% by 2027
Reduce operational carbon footprint	45% by 2030
Reduce overall waste generation	50% by 2028
Increase recycled and reusable material usage	60% by 2027
Introduce sustainable packaging solutions	Full implementation by 2027
Improve recycling rates	70% by 2027
Reduce water consumption	25% by 2027
Reduce reliance on single-use plastics	80% by 2028
Increase local and regional sourcing	60% by 2027

Objective	Target
Increase use of environmentally preferable products	Ongoing improvement from 2026
Reduce unnecessary site noise where practical	40% reduction by 2027
Support local environmental and community initiatives	Ongoing annually
Expand modular and reusable exhibition solutions	By 2027
Deliver sustainability awareness training to employees	By 2026
Improve sustainability reporting and transparency	Annual reporting from 2026
Work towards long-term net zero objectives	Ongoing

3. Action Plan

Objective	Actions	Responsibility	Measurement	Current Status
Tier 3 ESSA Accreditation	Gather evidence and complete accreditation process	Sustainability Manager	ESSA certification	In progress
Sustainable materials	Increase use of FSC-certified timber, recycled aluminium, reusable components, and lower-impact finishes	Procurement & Project Teams	Supplier records and purchasing reviews	Approx. 50% achieved



Objective	Actions	Responsibility	Measurement	Current Status
Reduce energy consumption	Continue LED rollout and improve equipment shut-down procedures	Facilities & Operations	Energy usage reports	Initial reductions achieved
Reduce carbon footprint	Gradually increase use of hybrid/electric vehicles and review energy suppliers	Facilities & Operations	Fuel and energy records	EV transition started
Waste reduction	Improve segregation and recycling procedures on-site and in warehouses	Operations & Site Managers	Waste reports	Reduction programme active
Recycled/reusable materials	Increase rental, reuse, and refurbishment of exhibition components	Procurement & Warehouse	Material tracking	Expanded reuse initiatives
Sustainable packaging	Introduce recyclable and lower-impact packaging materials where practical	Procurement & Logistics	Packaging reviews	Transition underway
Sustainable transport	Encourage public transport and improve vehicle loading efficiency	Logistics & HR	Travel and fuel monitoring	Pilot initiatives introduced

Objective	Actions	Responsibility	Measurement	Current Status
Recycling improvements	Expand recycling points and staff awareness	Operations & Site Managers	Recycling audits	Site rollout ongoing
Water optimisation	Continue leak monitoring and improve water efficiency measures	Facilities & Sustainability Team	Water usage monitoring	Programme active
Reduce single-use plastics	Replace disposable products with reusable or recyclable alternatives	Sustainability & Procurement	Internal audits	Reduction measures underway
Local sourcing	Prioritise regional suppliers where commercially practical	Procurement	Supplier review	Increased local procurement
Environmentally preferable products	Introduce lower-VOC paints and environmentally preferable cleaning products	Procurement & Operations	Purchasing records	Transition ongoing
Noise reduction	Use quieter equipment and review working methods where possible	Operations & Site Managers	Site feedback and monitoring	Under review
Community initiatives	Participate in local environmental and	CSR & Marketing	Number of initiatives supported	Initial participation underway

Objective	Actions	Responsibility	Measurement	Current Status
	community projects			
Sustainable exhibition design	Develop modular and reusable stand solutions	Design & Project Teams	Client adoption and reuse rates	Development ongoing
Employee sustainability training	Deliver internal sustainability awareness training	HR & Sustainability	Training completion records	Rollout started
Reporting transparency	Produce annual sustainability progress updates	Executive Team & Marketing	Publication of annual summary	Scheduled annually
Net zero planning	Continue setting practical reduction targets as the business develops	Executive Team & Sustainability reporting	Carbon	Long-term strategy in development

4. Responsibilities & Resources

Key Responsibilities

Sustainability Manager / Michael Beattie

- Overall monitoring and coordination of sustainability actions
- ESSA evidence gathering and reporting support
- Internal progress reviews and communication

Procurement Team

- Sustainable sourcing
- Supplier engagement
- Packaging and material improvements

Facilities & Operations

- Energy efficiency
- Vehicle and transport management
- Waste reduction and water monitoring

Project & Design Teams

- Development of reusable and modular exhibition solutions
- Reduction of unnecessary material waste

Marketing & CSR

- Sustainability communications
- Community engagement initiatives
- Reporting support

Resources

MEMS International will continue to allocate reasonable resources towards:

- Energy-efficient equipment and lighting
- Lower-emission vehicle upgrades where practical
- Staff training and awareness
- Sustainable material sourcing
- External consultancy or accreditation support where required

5. Monitoring & Review

Monitoring Activities

Monthly

- Energy usage
- Water consumption
- Waste and recycling performance
- Vehicle fuel usage and transport activity

Quarterly

- Internal sustainability progress reviews
- Team feedback and operational updates
- Review of practical improvement opportunities

Annually

- Full review of the Sustainability Action Plan
- Update of targets and progress measures
- Publication of sustainability summary information where appropriate

Key Performance Indicators (KPIs)

Performance will be monitored against:

- Energy reduction targets
- Waste and recycling rates
- Sustainable material usage
- Staff training completion
- Carbon reduction progress
- Supplier sustainability improvements

Communication

Progress updates may be shared through:

- Internal staff updates
- Supplier engagement discussions
- Client sustainability information where requested
- ESSA accreditation submissions and supporting evidence

Key Notes

- This Sustainability Action Plan is intended to be a working document and will be updated as business operations and sustainability priorities evolve.
- The plan supports MEMS International's wider environmental and operational objectives, including ESSA accreditation requirements.

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- The document also complements related company policies including Sustainability, Equality & Diversity, Modern Slavery, and Vehicle & Fossil Fuel Reduction policies.

Signature: _____

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Date: 26/02/2026