

chemical names, since the general public may not be informed well enough of their meanings.

Your policy should include several items, yet should be short enough to be able to be memorized by your employees. Include the company goals in your statement. Make sure your policy indicates that your company will perform environmental auditing and that you will use external experts if their services are needed. When the policy is written, it should be no longer than a few sentences. Some sample company environmental policy statements are included below.

Procter & Gamble¹

In accordance with the above commitments, it is Procter & Gamble's policy to:

- Ensure our products, packaging, and operations are safe for our employees, consumers, and the environment.
- Reduce or prevent the environmental impact of our products and packaging in their design, manufacture, distribution, use, and disposal, whenever possible.
- Meet or exceed the requirements of all environmental laws and regulations.
- Continually assess our environmental technology and programs, and monitor progress toward environmental goals.
- Provide our consumers, customers, employees, communities, public interest groups, and others with relevant and appropriate factual information about the environmental quality of P&G products, packaging, and operations.
- Ensure every employee understands and is responsible and accountable for incorporating environmental considerations in daily business activities.
- Have operating policies, programs, and resources in place to implement our environmental quality policy.

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