



## **MIK Treatz Ltd. Litter Picking Policy**

### **Policy Overview**

At MIK Treatz Ltd., we believe in being active members of our community and contributing to a cleaner, more pleasant environment for everyone. As part of our commitment to social responsibility, this policy outlines the expectations and procedures for staff members regarding litter picking on Forest Gardens N17 and Bruce Grove N17. Regular cleaning will take place at 8:00 PM and 2:00 AM when the shop closes.

### **Objective**

To maintain the cleanliness of the surrounding areas by ensuring that litter is picked up daily, contributing to the overall well-being of the community and enhancing the image of MIK Treatz Ltd. as a responsible and caring business.

### **Importance of a Cleaner Community**

**Health and Safety:** Keeping the streets clean reduces health hazards, prevents pest infestations, and ensures that the community is a safe place for everyone.

**Environmental Impact:** Proper litter disposal helps protect the environment, reduces pollution, and conserves local wildlife habitats.

**Community Pride:** A clean community fosters pride among residents and businesses, leading to a stronger sense of belonging and community spirit.

**Business Image:** A clean environment reflects positively on MIK Treatz Ltd., showing our customers that we care about the community and are dedicated to maintaining a welcoming area around our business.

### **Litter Picking Procedures**

#### **Scheduled Times:**

**8:00 PM:** All staff members will conduct a litter pick on Forest Gardens N17 and Bruce Grove N17. This will help ensure the streets are clean during peak evening hours.

2:00 AM: After closing the shop, staff will conduct a final litter pick on both streets to maintain cleanliness overnight.

Other than the times specified staff members will clean areas immediately outside the premises once every hour.

#### Areas to be Cleaned:

Forest Gardens N17: Staff should cover the area in front of and surrounding the shop, ensuring all visible litter is collected.

Bruce Grove N17: Staff should extend their cleaning to the adjoining street, focusing on any litter that may have been dropped by customers or passersby.

#### Equipment Provided:

Litter Pickers: Each staff member will be provided with a litter picker for safe and effective collection of waste.

Gloves: Protective gloves will be available to ensure hygiene and safety during the litter picking process.

Bags: Garbage bags will be provided for the collection of litter, to be disposed of in the appropriate waste bins after each session.

#### Reporting:

Damage or Hazards: Any significant littering issues, damage, or hazards noticed during the litter pick should be reported to the store manager immediately for further action.

Supplies: Staff should inform the manager if any supplies (gloves, bags, etc.) are running low.

#### Safety Guidelines:

Visibility: Staff members must wear high-visibility vests during litter picking, especially during the 2:00 AM session, to ensure they are visible to passing vehicles and pedestrians.

Sharp Objects: If any sharp or hazardous objects are found, do not pick them up directly. Report the location to the store manager for appropriate disposal by a professional service.

Teamwork: Litter picking should be done in pairs for safety, particularly during the late-night session.

#### Staff Responsibilities

Participation: All staff members are expected to participate in the litter picking duties as part of their daily responsibilities.

Punctuality: Ensure that the litter picking is carried out promptly at 8:00 PM and 2:00 AM.

Community Engagement: Be courteous to members of the public during the litter picking and encourage them to help keep the streets clean.

#### Enforcement

Failure to adhere to this policy may result in disciplinary action, as maintaining a clean environment is essential to our business's values and operations.

#### Review and Feedback

This policy will be reviewed periodically to ensure it meets the needs of the business and community. Staff feedback is encouraged to improve the effectiveness of our litter picking efforts.

Thank you for your cooperation and commitment to keeping our community clean and safe.

MIK Treatz Management