

PSI Environmental Policy

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Created By:		Finance & Support Services Team		
Maintained By:		Finance and Support Services Manager		
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1.0	PRC		PRC approved the policy for consideration by Council.	25/09/2025

1. Background

The Pharmaceutical Society of Ireland (PSI) is an independent statutory body, established by the Pharmacy Act 2007 and governed by a 21-member Council. The primary role of the PSI is protection of the public interest through the effective regulation of the profession and practice of pharmacy, including responsibility for supervising compliance with the Act.

PSI recognises the importance of environmental responsibility as part of its role as a public sector body. Our commitment to climate action and sustainable development is reflected in our support for the Government's Climate Action Plan and the Public Sector Climate Action Mandate. These national frameworks guide our efforts to reduce environmental impact and contribute to Ireland's transition to a climate-resilient, low-carbon economy.

Environmental sustainability is embedded in PSI's organisational planning and governance. Through our Corporate Strategy, Annual Service Plan and Annual Reports, we set clear environmental objectives and measurable targets, ensuring transparency, accountability, and continuous improvement. All staff play a vital role in achieving these goals, and environmental considerations are integrated into our day-to-day operations and strategic decision-making.

2. Purpose

The purpose of this Environmental Policy is to:

- Articulate PSI's commitment to environmental protection and sustainability.
- Define roles, responsibilities, and guiding principles for environmental management within the organisation.

This policy is a living document that will evolve as our organisation, sector, and society advance towards a greener, more sustainable future. It supports our strategic goal to implement our Climate Action Roadmap in line with the government's Climate Action Plan and the Public Sector Climate Action Mandate.

3. Scope

This Environmental Policy applies to members of the PSI Council, Committees and all PSI staff, including agency staff. It also applies to all PSI operations, facilities, relevant contractors, and third-party service providers¹.

4. Environmental Principles

The PSI is committed to protecting the Earth's environment. To minimise environmental impacts concerning our activities and services, PSI will be guided by the following principles:

¹ Relevant contractors and third party service providers are contractors who are engaged by PSI in one of the green public procurement priority categories, those which relate to PSI include energy, facilities management, cleaning products and services, IT equipment (e.g. laptops and displays), and paper. Their commitment to environmental protection and sustainability must align with PSI's and this will be evaluated as part of the procurement process and on-going contract management.

Prevention

- **Plan** proactively to meet its environmental targets and integrate sustainability and environmental protection into decision making processes.
- **Prevent** pollution and minimise resource consumption by promoting responsible waste management and circular practices.

Sustainability

- **Educate**, train, and motivate employees to act in an environmentally responsible manner and adopt sustainable practices
- **Encourage** sustainable procurement, favouring goods and services that support environmental protection and align with Green Public Procurement principles.
- **Implement** energy-efficient practices and reduce travel emissions, encouraging remote collaboration and low emission transport options where feasible.

Compliance

- **Comply** with, at a minimum, applicable legal requirements and other requirements placed on PSI as a public body, related to environmental protection and sustainability.

Transparency

- **Report** regularly through appropriate organisational channels and engaging stakeholders in climate action.

Continuous Improvement

- Regularly **review** our performance and monitor progress against environmental targets, continually looking for ways to reduce our environmental impact.

5. Roles and Responsibilities

5.1 Responsibility of Council

The Council is responsible for ensuring that an appropriate Environmental Policy is in place, monitoring its implementation, reviewing the annual Climate Action Roadmap and reporting on PSI's environmental performance.

5.2 Responsibility of Management

Management is responsible for implementing the Environmental Policy, ensuring compliance with its requirements, and providing resources for environmental objectives and targets.

5.3 Responsibility of the Finance and Support Services Team

The Finance and Support Services Manager is responsible for leading on PSI's Climate Action Plan project. The Finance and Support Services Team is responsible for.

- the annual development of PSI's Climate Action Roadmap, within six months of the publication of the government's annual Climate Action Plan.
- ensuring compliance with environmental legislation including all annual reporting to Sustainable Energy Authority of Ireland (SEAI).

- leading on the implementation of the roadmap with the support of the Health, Safety and Sustainability Committee (HSSC), including overseeing the annual staff climate action workshop.
- monitoring and reporting on all environmental and climate action activities.
- developing and reviewing, as required, the PSI's Environmental Policy for approval by Council.

5.4 Responsibility of Human Resources

The HR Team, supported by the HSSC and in conjunction with management, will ensure all employees are aware of and trained in relevant environmental responsibilities.

5.5 Responsibility of Health Safety and Sustainability Committee (HSSC)

The HSSC is to serve as the PSI's Green Team. The Committee is responsible for promoting environmental awareness, reviewing the Climate Action Roadmap, communicating climate action initiatives to staff and assisting the Finance and Support Services Team with implementing actions from the annual Roadmap. The key roles below are represented on the HSSC:

5.5.1 Climate and Sustainability Champion

Responsible for leading PSI's sustainability agenda, ensuring PSI's actions align with the annual Climate Action Plan and Roadmap, and reporting annually on the public sector mandate.

5.5.2 Energy Performance Officer

Responsible for monitoring and reporting PSI's energy usage and ensuring compliance with public sector energy targets.

5.6 Responsibility of Employees

Employees must perform their duties in a manner that minimises adverse impacts on the environment, participate in required training, and comply with and promote environmental practices.

6. Systems and Tools

The current systems and tools in place to aid adherence to our principles and objectives include:

- Climate Action Roadmap (updated annually).
- Climate Action Project Healthcard.
- HSSC Terms of Reference and Green Team Charter (under development)
- Emissions and energy-use baselines.
- Green Public Procurement (GPP) integration into procurement.
- Continuous Improvement Logs.
- Register of Opportunities.
- Internal audit and risk management frameworks.
- Sustainable Energy Authority of Ireland (SEAI) Partnership Programme: PSI is a participant in this programme. This partnership provides access to expert guidance, resources, and support for planning and implementing actions aimed at improving energy performance.
- PSI's Digital-first Strategy.

Implementation

In line with this policy PSI will:

- Set measurable environmental actions to be completed annually, aligned with the government's Climate Action Plan, Public Climate Action Mandate and the organisation's Roadmap.
- Monitor progress through key performance indicators (actions), PSI's healthcards and gap-to-target analysis against the government's Climate Action Targets.
- Review targets annually in line with updates to the Public Sector Climate Action Mandate and Climate Action Plan.

7. Key dates

- Annual updates to the Climate Action Roadmap, which is approved by Council, align with the publication of government's Climate Action Mandate.
- Annual reporting to the SEAI through the Monitoring and Reporting (M&R) system; including Mandate compliance, total staff numbers and business travel.
- Quarterly reporting to the Health, Safety and Sustainability Committee (HSSC) and onwards to Council, in the Finance and Support Services update.

8. Risk Management and Audits

Environmental risks are to be embedded in PSI's risk framework; regular internal audits will assess compliance and identify improvement areas and corrective actions. The Finance and Support Services team, together with the HSSC will monitor any identified risk, for inclusion in the Facilities and Support Services Risk Register.

9. Communication

This document will be made available to all employees via [MyPSI](#) and a communication will be sent to all staff notifying them of the release of this document. It will also be publicly available on www.psi.ie and communicated to all stakeholders.

10. Review of Policy

This policy will be reviewed annually or as required to ensure ongoing suitability and effectiveness.