



# **Environmental, Social and Governance Policy**

## Purpose of this Policy

The purpose of this policy is to provide information about ESG (Environmental, Social and Governance factors) and to encourage the business to understand ESG better.

ESG is a term for a broad range of environmental, social and governance factors to assess corporate behaviour, evaluate the future financial performance of companies (particularly in the long term), to manage risk and to encapsulate the ethical corporate behaviour and social responsibility of an organisation.

ESG is about bringing these factors together under one banner to refer to the potential for an organisation to reduce or improve the impact its activities have on the world around us.



## **Scope**

Zenitech is committed to ensuring we have sustainable business practices, and that everyone we work with respects and conforms to these standards.

This policy applies to all persons working for us, or on our behalf, at all levels – directors, employees, agency workers, contractors, interns, agents, third-party representatives, and business partners. It does not form part of any employee's contract of employment and may be amended at any time.

## **Who is Responsible for this Policy?**

The Board of Directors has overall responsibility for the effective operation of this policy and for ensuring it complies with our legal and ethical obligations. They have delegated responsibility for overseeing its implementation to the Chief Financial Officer.

Management at all levels are responsible for ensuring those reporting to them understand and comply with this policy.

This policy is reviewed annually by the ESG working committee. Changes may be made at any time as government guidance develops.

## **Communication, Awareness and Compliance**

Employees (and all other workers) must ensure they read, understand and comply with this policy. Training on this policy, and the importance of environmental issues, will be provided as necessary.

We encourage anyone to raise concerns about the handling of environmental issues in any parts of our business or supply chains at the earliest possible stage. Further suggestions for improving our approach to ESG are strongly encouraged. Our ESG commitment.

Our commitment centres on sustainable development and creating a supportive environment where our people can thrive both personally and professionally.

This philosophy underpins our Environmental, Social and Governance (ESG) strategy and informs how we operate, collaborate, and deliver value.

We focus on continuous improvements that generate positive impact for our employees, clients, communities, and the environment.

## **ESG Targets and Measurement**

We are committed to continuously improving our ESG performance by defining measurable objectives and monitoring progress over time. We assess our environmental impact, including carbon footprint, across all locations through structured ESG data collection processes. This includes the use of ESG questionnaires and data inputs gathered from our offices and operations. Where appropriate, we work with external partners to support the measurement, analysis, and reporting of ESG-related data.

## **Environment**

We maintain an Environmental Management System certified to ISO 14001, ensuring a structured approach to managing environmental impacts, improving resource efficiency, and driving continuous environmental performance improvement.

This certification supports our commitment to regulatory compliance, risk management, and the continuous reduction of our environmental footprint.

## **Climate and Carbon Management**

We recognise the importance of addressing climate change and are committed to measuring and managing our carbon footprint.

We aim to reduce emissions across our operations wherever possible and prioritise reduction initiatives before considering offsetting.

Where emissions cannot yet be eliminated, we may offset our carbon footprint through credible and verified carbon offsetting programmes.

## **Waste**

We are committed to minimising waste across our operations by promoting responsible consumption and resource efficiency.

We aim to recycle office waste wherever possible and actively support a paper-free, digital-first working environment. We seek to reduce reliance on single-use plastics and prioritise the procurement of recycled and recyclable materials.

We also extend the lifecycle of our equipment by reusing and repurposing IT assets, such as laptops, monitors, and other hardware, wherever feasible.

### **Energy & Water**

- We will seek to reduce the amount of energy and water used in our offices
- We are committed to increasing the use of renewable energy across our operations, including sourcing green electricity where feasible

### **Transport**

- We are committed to reducing the environmental impact of travel associated with our operations.
- We encourage the use of sustainable transport options, including walking, cycling, public transport, electric vehicles, and car sharing.
- Where possible, we aim to minimise business travel and prioritise alternative methods of communication, such as video conferencing and virtual collaboration tools, to reduce travel-related emissions.

## **Social**

We are committed to fostering a supportive, inclusive, and high-performing workplace where our employees can thrive both personally and professionally.

We promote a diverse and inclusive working environment that supports equal opportunities, continuous learning, and professional development, while prioritising employee wellbeing, work-life balance, and overall health.

### **Employee Engagement**

We actively involve our employees in supporting and strengthening our environmental and sustainability initiatives.

We encourage open dialogue and invite feedback on how we can further improve our practices and reduce our environmental impact.

We are committed to raising awareness and educating our employees on ESG-related topics, empowering them to make informed decisions and contribute to the successful implementation of this policy.

### **Community and Responsibility**

We support initiatives that contribute positively to the environment, human welfare, and education.

We engage with employees, suppliers, and customers to promote health, safety, and wellbeing across our operations and value chain.

We are committed to upholding and promoting human rights within our own operations and throughout our supply chain, in alignment with our Modern Slavery and Human Trafficking Policy.

## Governance

We are committed to maintaining strong corporate governance through effective oversight, transparency, and accountability at all levels of the organisation.

Our approach is supported by:

- **Leadership and Oversight** – Governance is overseen by our Board of Directors and ESG working committee, ensuring accountability and alignment with our strategic objectives
- **Ethics and Integrity** – We uphold high ethical standards, including compliance with anti-bribery and anti-corruption principles
- **Regulatory Compliance** – We ensure adherence to applicable laws and regulations, including data protection requirements such as GDPR
- **Risk Management** – We proactively identify, assess, and manage risks, including ESG-related risks across our operations and partnerships
- **Open Reporting Culture** – We promote an environment where employees feel confident to raise concerns, knowing they will be handled appropriately and without fear of negative consequences
- **Policies and Training** – Employees are expected to follow internal policies, complete required training, and embed compliance in their daily work
- **Stakeholder Transparency** – We engage openly with stakeholders and promote transparent, responsible decision-making

## Supply Chain Responsibility

We expect suppliers and partners to align with our ESG standards and operate in accordance with our ethical and sustainability expectations.

We have established a Supplier Code of Ethics, which sets out the principles and standards we expect our suppliers to adhere to, including ethical conduct, human rights, environmental responsibility, and compliance with applicable laws. This code is publicly available and forms an integral part of our responsible sourcing approach.

## Your Role in ESG

Every employee plays a vital role in supporting our ESG commitments and ensuring our organisation thrives responsibly.

This includes understanding ESG principles and embedding them into everyday decisions and behaviours.

**Environment**

Make conscious choices to reduce environmental impact – such as minimising travel, using digital alternatives, reducing waste, and conserving energy.

**Social**

Foster an inclusive and respectful workplace by promoting diversity, supporting colleagues, and challenging inappropriate behaviour.

**Governance**

Act with integrity, follow policies and procedures, complete required training, and proactively identify and report risks or concerns.

By taking ownership of ESG in your role, you contribute to a more sustainable, ethical, and resilient organisation.

**Monitoring and breaches of this policy**

We are committed to proactively monitoring compliance with this ESG policy and to identifying and addressing any instances of non-compliance in a timely manner.

Employees and stakeholders are encouraged to report any concerns, including ethical issues or potential breaches, through our established reporting channels. All concerns will be treated seriously, handled appropriately, and without fear of negative consequences.

We reserve the right to take appropriate action, including the termination of relationships with third parties who fail to meet our ESG standards.

Progress against this policy is regularly reviewed by the ESG working committee and reported to the Board, ensuring accountability, transparency, and continuous improvement. Active participation across the organisation is essential to embedding ESG principles into our culture and operations.

