# Sustainability Policy

## Introduction

Effective management of safety, health, environment, quality, energy, carbon reduction, and responsible sourcing is of key importance to the sustained success of our business. We have a single sustainability policy, which is regularly reviewed and communicated to employees, contractors, visitors, key stakeholders and our supply chain to inform and promote wider adoption of responsible practices. As a minimum, we comply with all applicable legal and regulatory requirements. Co-operation in the effective implementation of the policy is a condition of employment, partnership and supply.

## Business and Innovation

We will ensure continuous business and product innovation. We:

- Engage with our stakeholders to encourage innovative development of our products, services and manufacturing systems to continually improve our sustainability performance.
- Inform our customers about the functional, environmental and safety performance of our products.
- Adopt a systematic and integrated approach and are committed to achieving the highest standards in complying with ISO 9001, ISO 14001, Furniture Industry Sustainability Program and FSC© Chain of Custody.

## Health, safety and wellbeing

We will ensure Emergent Crown Contract Office Furnishings is a safe and healthy place to work. We:

- Are committed to eliminating risk in the workplace through monitoring performance and implementation of best practice.
- Develop and implement action plans to ensure the health, safety and mental wellbeing of our employees and have enhanced occupational health surveillance for their benefit

## Environmental responsibility

We are committed to fulfilling our share of the responsibility to reduce our impact on air, land and water. We:

- Have stringent targets to reduce emissions to air from all our operations.
- Will transition our operational fleets from traditional combustion engines to alternative forms of energy and, through collaboration with suppliers, our fleet will be more efficient through new technology.
- Set science-based targets to reduce carbon emissions and energy consumption, reduce the use of fossil fuel through efficiency improvements and the use of alternative and renewable sources.
- Seek to apply the principles of environmental stewardship throughout our operations by managing and restoring our sites to ensure land remains of value; implementing biodiversity net gain and safeguarding geodiversity where appropriate.

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- Use water efficiently, recycle where possible and protect water quality.

### Resource Use and the Circular Economy

We will conserve natural resources. We:

- Use resources appropriately and sustainably and, where possible, substitute primary resources with alternative materials.
- Adopt the waste hierarchy of waste prevention, reuse of materials, recycling, co-processing and energy recovery to minimise waste disposal and maximise productivity.
- Develop products that improve the quality and sustainability of the built environment and seek to eliminate all non-conforming products.

### Being a Good Neighbour

We are committed to making a positive contribution to the communities close to our operations and ensuring transparent communication to all our stakeholders. We:

- Identify and consult with local community stakeholders close to our operations.
- Have a programme of employee volunteering days to work on community projects.
- Provide employment, economic activity using local sourcing and local businesses where practical, and build our own business on the basis of responsible practices.

### Fairness, Inclusion and Respect

We will be a fair, respectful and inclusive company; encouraging a culture that values openness and transparency and recognises individual achievement. We:

- Strive for the fair treatment of all our employees and everyone in our supply chain.
- Value our workforce and, by recruitment, selection and development of employees, contractors and suppliers, ensure they are appropriately skilled and competent to carry out their roles.