

## Sustainability Policy Statement

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### Aims and Objectives

Ganymede Solutions is committed to promoting sustainability which it classifies as 'the extent to which its operations are sustainable in regard to environmental and climate impact, supply chain and marketplace issues, social impact and employment practices'. Promoting a broader sustainability agenda is integral to Ganymede's activities and the management of the organisation.

We aim to follow and to promote good sustainability practice, to enable our activities to be sustained without detrimental impact to community, environment, or global society. We are also committed to providing our clients and stakeholders with advice and supporting them to promote sustainable practices within their own organisations.

The key objectives of our Sustainability Policy are:

- To comply with, and exceed where practicable, all applicable legislation, regulations, and codes of practice
- To integrate sustainability considerations into all our business decisions
- To ensure that all staff are fully aware of our Sustainability Policy are committed to implementing and improving it, and receive training in these areas to support their understanding
- To minimise the impact on sustainability of all office and transportation activities
- To make clients and suppliers aware of our Sustainability Policy and encourage them to adopt sound sustainable management practices
- To review, annually report, and to continually strive to improve our sustainability performance

### Environmental Impact

- Comply with our own environmental policy and our ISO14001 environmental management system
  - Walk, cycle and/or use public transport to attend meetings, site visits etc, apart from in exceptional circumstances where the alternatives are impractical and/or cost prohibitive
  - Set and meet targets for fleet to transition to the most environmentally efficient vehicle options for each part of the business to reduce carbon emissions
  - Use telemetry vehicle systems to reduce fuel consumption and encourage good driver behaviours
  - Avoid physically travelling to meetings where alternatives are practical, such as using teleconferencing, video conferencing or web cams
  - Timing several meetings in one location to avoid multiple trips
  - Reduce the need for our staff to travel by supporting alternative working arrangements, including home working
  - Promote the use of public transport by locating our offices in accessible locations
  - Use an emissions recording scheme for business travel to monitor our impact
  - Minimise our use of paper and other office consumables, for example by double-siding all paper used, and identifying opportunities to reduce waste
  - As far as possible arrange for the reuse or recycling of office waste, including paper, computer supplies and redundant equipment
  - Provide a recycling scheme for PPE and workwear in all office locations
  - Reduce the energy consumption of office equipment by purchasing energy efficient equipment
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### **Supply Chain and Market Place**

- Promote ethical and sustainable procurement and ensure a continuous improvement in procurement decisions
- Avoid adverse social and environmental impact in the supply-chain
- Purchase products that meet recognised environmental standards
- Ensure that products bought are bought from firms with set employment rights (the rights to freely choose employment, freedom of association, payment of a living wage, working hours that comply with national laws, equal opportunities, recognised employment relationship, and a safe and healthy working environment.)

### **Community Investment and Social Impact**

- Undertake voluntary work with the local community and / or environmental organisations and make donations to seek to offset carbon emissions from our activities
- Ensure that any associates that we employ take account of sustainability issues in their advice to clients
- Include a copy of our Sustainability Policy in all our proposals to clients
- Allow our employees to donate their time to support charitable causes and local schemes
- Support a charity as a business which is consulted on with employees on a biennial basis

### **Employment Practices**

- Support employee initiatives which promote the health and wellbeing of our employees
- Sequentially review employee performance and contracts to ensure that we provide a fair wage for staff which reflects the environment in which they work
- Provide our staff with contractual terms which represent reasonable minimum standards
- Provide support for grievances, family issues to provide a flexible and diverse working environment
- Promote the benefits of adopting fair and sustainable employment practices to our supply chain
- Promote diversity, equality and inclusivity (see policy)

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Approved by: Gary Lobue,  
Head of HSEQ

