

# Environmental Policy

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## Preamble

**Viseven** recognizes the importance of environmental sustainability and is committed to minimizing its environmental impact in all major aspects of its operations. We understand that our activities have implications for the environment, and we are dedicated to **(i)** design products and services taking into account environmental aspects and principles of sustainability; **(ii)**

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implement practices that promote environmental awareness amongst our company, its personnel, and stakeholders.

Our Environmental Policy outlines a framework for sustainable practices that comply with environmental regulations and foster environmental sustainability. Viseven's top management undertakes to monitor the implementation of this Policy, compliance with its commitments, and react properly to requests or complaints regarding this Policy.

Top management is engaged in steering the ESG agenda and mapping topics material to our industry. Viseven is committed to promote credibility and transparency in our environmental performance communicating our KPIs and environmental activities.

Viseven's top management undertakes **(i)** to set and be aligned with environmental objectives and oversee their performance, **(ii)** to monitor and evaluate environmental performance as well as secure its continuous improvement.

## Scope

This policy applies to Viseven Europe OÜ, its affiliates and subsidiaries, and all of their directors, officers and personnel. Based on this Policy, we set ourselves environmental objectives, regularly measure progress in their achievement, evaluate overall environmental management system performance and undergo continuous improvement.

This Policy applies to Viseven's end-to-end service provision of digital content creation, including Viseven's proprietary digital multichannel content authoring solution – eWizard, and activities and processes related to and supporting Viseven's service provision.

This Policy is aligned with the current practices in Viseven, and it is also forward-looking. We commit to regularly reviewing our steering documents and staying on the course of sound, socially, and environmentally responsible business.

## Public policy, regulation, and environmental management system

Viseven complies with mandatory local legal requirements and aligned with international commitments such as 10 Principles of the UN Global Compact. Viseven is implementing an audited Environmental Management System (EMS) to manage risks and opportunities as well as to detect and define areas of improvement.

Furthermore, Viseven is committed to receive and maintain ISO 14001:2015 certification to ensure independent proof that targeted goals and processes work effectively.

## **Resource and energy efficiency**

We strive to minimize energy consumption in our operations by implementing and improving energy-efficient technologies and practices. This commitment is reflected in our daily practices by using energy-efficient appliances and encouraging personnel to adopt energy-saving behaviors as well as a strategic pursuit for environmental responsibility and focusing on maximizing resource efficiency in our office and business operations.

## **4R based Waste management**

Viseven commits to minimizing waste generation and promoting recycling and reuse wherever feasible. We adhere to keeping the materials, components, and products in circulation for as long as possible. We implemented waste reduction measures such as reducing paper usage through digital documentation workflow, recycling electronic waste responsibly, and properly sorting, recycling or disposing waste generated during the business operation life-cycle.

## **Sustainable Procurement**

We will prioritize the procurement of environmentally friendly products and services. This includes ongoing plans to source materials and equipment from suppliers with strong environmental credentials, considering the lifecycle environmental impacts of products and services, and favoring suppliers who demonstrate commitment to sustainability.

## **Transportation and Emissions**

Viseven encourages environmentally friendly transportation practices among personnel. This includes promoting the use of public transportation and remote work to reduce carbon emissions associated with commuting to work. We introduced a flexible work environment allowing personnel to work fully remotely or on a hybrid basis. Viseven encourages the use of remote online business meetings for internal and external purposes and deems them as sufficient solutions for most cases.

## **Education and Awareness**

Viseven sustains regular ongoing campaigns to maintain a high level of environmental awareness within our company and promote it as an essential corporate value. Part of the awareness campaign is our annual CSR reporting which covers environmental initiatives held. We motivate personnel to environmentally responsible behaviors in the workplace engaging them into company's environmental initiatives.

Viseven is implementing mandatory education and training sessions to personnel as an awareness-sharing tool to implement our Environmental Policy more effectively.