

# Environmental Policy



# Preamble

**Viseven** recognizes the importance of environmental sustainability and is committed to minimizing the environmental impact in all major aspects of our 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)** implement practices that promote environmental awareness amongst our company, its staff, 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 staff. 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 publicly available and aligned with the current practices in Viseven. We commit to regularly reviewing our steering documents and staying on the course of sound, socially, and environmentally responsible business.



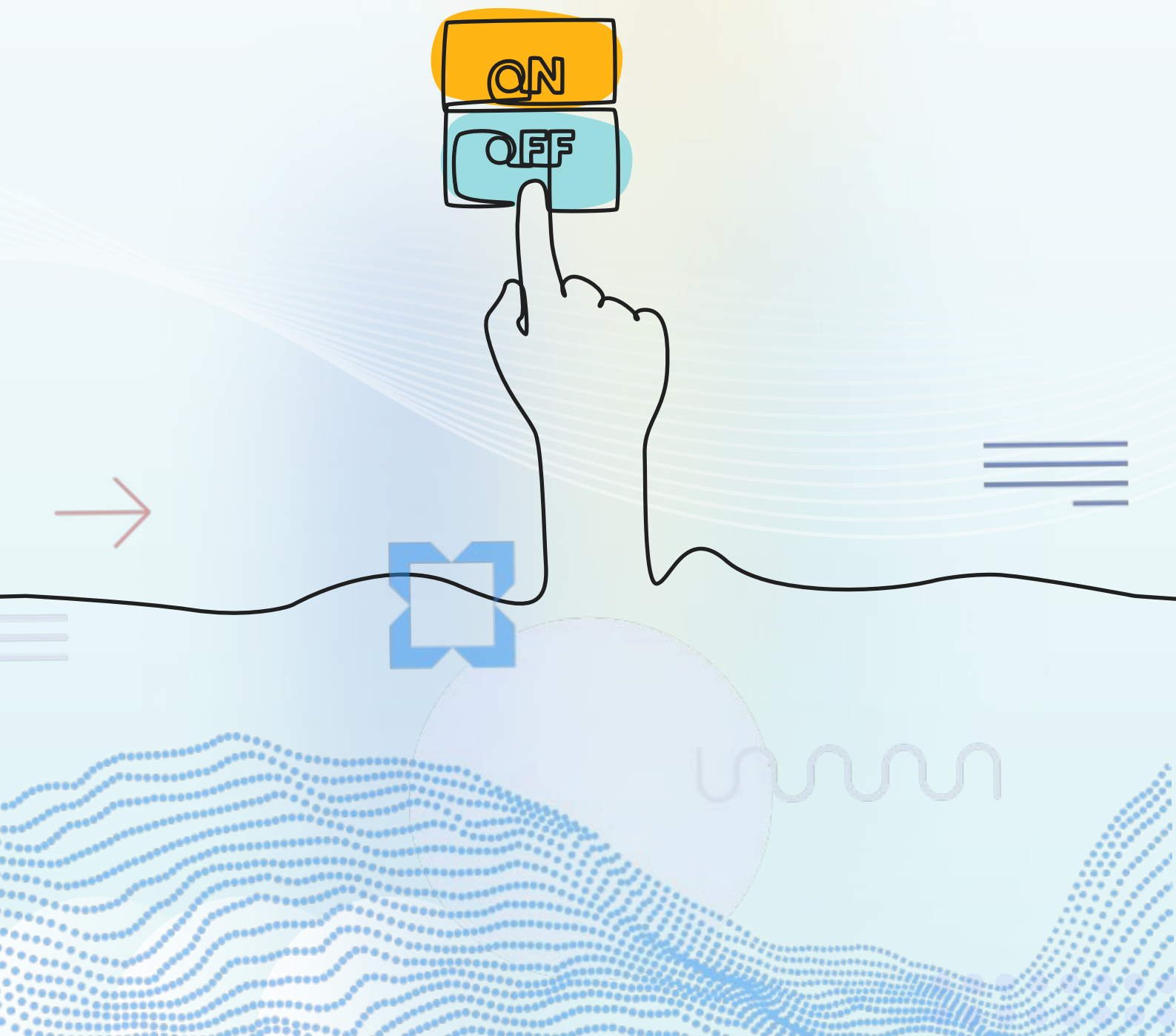
# Environmental Management System

- ✓ **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.
- ✓ We committed to maintain **ISO 14001:2015 certification** to ensure independent proof that targeted goals and processes work effectively.



# Resource and Energy Efficiency

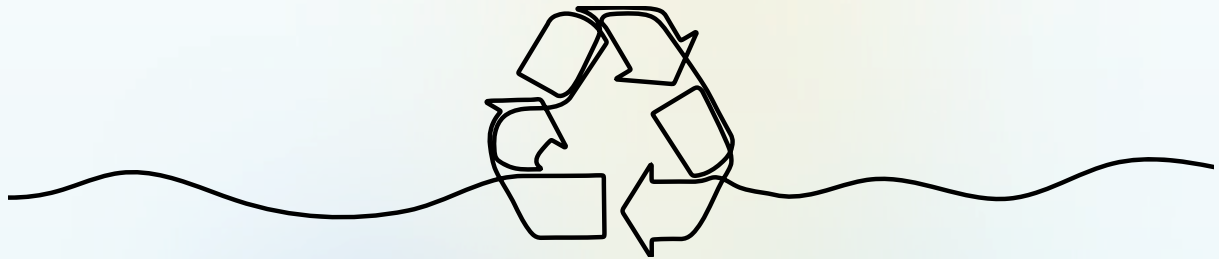
We strive to minimize energy consumption in our operations by implementing and improving energy-efficient technologies and practices. This commitment is reflected in our daily practices by using energy-efficient appliances and encouraging staff to adopt energy-saving behaviors as well as a strategic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





# 3R 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 staff. 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 staff 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

**Visseven implemented mandatory education and training sessions to staff to implement our Environmental Policy more effectively.**

Also, we sustain 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 annual CSR reporting which covers environmental initiatives held. We motivate staff to environmentally responsible behaviors in the workplace engaging them into company's environmental initiatives.

Document control	
Title	Environmental Policy
Number	EMS-DOC-01
Type	Policy
Owner	ESG Compliance Counsel
Version	v.1.1
Classification	Public
Next review date	01.06.2027
Target Audience	All company's staff and general public



# Education and Awareness

## Document history

Version	Author / Reviewer	Comments	Approval Authority	Approval date
d.1	ESG Compliance Counsel/ CCO	Initial draft	N/A	01.04.2024
v.1	ESG Compliance Counsel/ CCO	Original version	Steering committee via Chief Operations Officer	31.05.2024
v.1.1	ESG Compliance Counsel/ CCO	Scheduled review (minor terminology updates: “staff” instead of “personnel”)	Steering committee via Chief Operations Officer	01.06.2026

