



# Environmental, Social & Governance *Policy*

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Version	Date Issued	Brief Summary of Change	Owner's Name
V1.0	11/11/21	New working document	Teresa Rice
V2.0	06/06/22	Updated	Teresa Rice
V3.0	15/08/22	Updated	Teresa Rice
V3.0	20/11/23	Updated main contact and review	Dan Warren
V4.0	06/03/25	Updated to reflect our 2025 ESG aims, policy renamed	Evonne Pemberton
V5.0	01/09/25	Review (template change)	Dan Warren

## Environmental, Social & Governance Policy

### Purpose

We seek to sustain a business that is successful and respected in its ethical standing by our stakeholders. These include customers, clients, investors, regulators, suppliers and the community. We embrace the role our business plays on a day to day basis in contributing to a better society. Our values include putting our customers first, being honest and collaborative and we incorporate this into everything we do.

### Policy

We are aware that the running of our business will, in many ways, affect our place of work, the community and the wider environment in which we operate. We believe that the way we run our business can and should make a positive difference in these areas and we aim to ensure that continued efforts are made to achieve that.

Our corporate social responsibilities are identifiable in the following areas:

### Environment

- Vizst Technology recognises that its business activities interact with the environment in a variety of ways. These activities have a significant impact in the key areas of:
- energy use
- generation of waste materials
- carbon emissions caused by business travel and employee commuting

The organisation recognises that it has a responsibility to help protect the environment wherever it has an opportunity to do so, to be a responsible neighbour, and to provide a comfortable environment for its employees to work in.

As such, the Directors of Vizst are committed to the following:

- Continual improvement in the environmental impact of its business activities;
- Improving the environmental benefits provided by its services;

- Preventing pollution;
- Complying with all relevant legal, customer, and other third party requirements;
- Establishing measurable environmental and business objectives that are consistent with the context and strategic direction of the organisation and addressing risks and opportunities associated with them;
- Achieving objectives to help minimise its environmental impact;
- Adopting best practices applicable to its activities wherever practicable.

The organisation will achieve these commitments by:

- Implementing and maintaining an Environmental Management System that is independently certified as compliant with ISO 14001:2015;
- Employing processes that identify the aspects of the organisation's business that have an environmental impact and quantifying the significance of each aspect;
- Maintaining an environmental performance improvement programme to enable the organisation's objectives to be achieved;
- Ensuring that its employees, suppliers and customers are aware of their role in supporting the organisation's commitments and environmental objectives;
- Training its employees in good environmental protection practices and encouraging employee involvement in environmental improvement initiatives;
- Tracking and reducing its carbon footprint
- Continually monitoring the environmental impact of its business activities.
- Tracking and reducing our carbon footprint, with yearly reduction plans. This is done in conjunction with Greenly, our external carbon management partner.
- Running an EV salary sacrifice scheme

### **Charitable/community work**

We are aware that the running of our business will, in many ways, affect our place of work, the community and the wider environment in which we operate. We believe that the way we run our business can and should make a positive difference in these areas and we aim to ensure that continued efforts are made to achieve that. Our chosen charity of the year, Naomi House, are supported through fundraising, volunteer days, and IT consultancy. All employees are given a day off each year to support our chosen charity, or a charity of their choice.

### **Education**

We recognise the importance of education in our community and supporting individuals during this process is the key to advancement. We partner with a local school and support them as enterprise advisors. As well as this, we offer a number of work experience placements in partnership with local schools, hold tours for IT students, run workshops within schools and provide mock interview training. We have at least one apprentice working with us at all times.

## **Our employees**

We keep our employees fully informed of our policies and procedures and we encourage them to share their ideas with us on both internal processes affecting them and the way our service is provided to customers/clients. Continuous feedback is critical to ensure we don't get complacent as a business. We send a quarterly Employee Survey out and report back to the employees on the results and our action plan. This ensures complete transparency and reaffirms the trust we've built within the business. We actively encourage our employees to take up external training courses, often funded by ourselves, and look to promote internally wherever possible.

We have been certified as a Great Place to Work (GPTW), and have been recognised by GPTW as one of the best businesses to work for in the UK, both for Information Technology and Wellbeing.

## **Diversity and Inclusion**

We are committed to providing an environment of equal opportunities for all members of our workforce. No account of any of the protected characteristics set out in the Equality Act 2010 shall be taken to a detrimental effect in any decision involving recruitment, promotion, provision of facilities etc. See our Equality and Diversity Policy for more detail in this regard.

## **Business partnerships**

We will strive to engage with local suppliers and businesses where possible to meet the business' operational needs, in order to support businesses within our area and decrease our carbon footprint.

In respect of our entire ESG initiative, we expect no lesser standards from our suppliers and business partners. Our suppliers are invited to collaborate with us by providing information on their carbon footprint, through our partner Greenly.

## **Ongoing commitment**

We are fully committed to the principle of ESG and aim to ensure that no relevant policy decisions are made within the business, without first evaluating the potential ESG impact.