

**AXACTOR**

*1200 Environmental policy*  
*Approved by Axactor Board*

*15.12.20*

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| <i>Policy name</i>                | <i>Environmental Policy</i> |  |
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| <i>Valid for:</i>                 | <i>All Axactor Group</i>    |  |
| <i>Version/Date last Approved</i> | <i>15.12.2020</i>           |  |
| <i>Policy owner:</i>              | <i>Chief of staff</i>       |  |

**1. Purpose**

Axactor is committed to reduce our environmental footprint to preserve the global environment. We believe continuous improvement of environmental performance in all parts of our operations is a prerequisite for sound business development. Environmental considerations shall be a part of our daily operations through the contribution of all our employees. Environmental preservation shall be considered in all aspects of Axactor’s activities.

This Environmental policy addresses how we shall manage and control environmental issues in our operations and services.

**2. Scope**

This policy applies to the Axactor board, employees, including temporarily employment and consultants, and legal entities within the Axactor Group.

**3. Governing principles**

**3.1. Climate**

Axactor shall prevent pollution and continuously improve our climate management system. An environmental risks assessment shall be conducted annually including assessment of Axactor’s asset management and investment activities.

**3.2. Compliance to laws & regulations**

Axactor shall as a minimum comply with the environment-related laws and regulations in the countries in which we operate, including approved codes of practice.

Executive managers are responsible for ensuring compliance with environmental laws and obligations and shall raise awareness, encourage participation and train employees in environmental matters to improve their awareness and to become more environmentally responsible.

**3.3. Paper consumption and paper recycling**

Axactor shall reduce the consumption of paper by promoting electronic communication.

We encourage to limit printing and recommend when feasible to use two-sided print and all offices shall have a system for paper recycling.

Axactor is also in the forefront of offering digital services for debtors in all countries, which reduces the overall need for use of paper. We encourage all our offices to direct debtors through these services.

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**3.4. Energy consumption**

The managers at any Axactor office shall ensure that the facilities operate professionally at the lowest possible energy consumption level and preferably use energy from renewable sources.

Axactor offices shall where feasibly have systems for time-regulated monitoring of ventilation, heating/cooling and lighting. Any reconstruction of current offices or relocation to new offices shall not lead to higher energy consumption.

**3.5. Emissions from company cars**

Company cars shall meet strict emission limits as a contribution to environmental sustainability. Axactor shall reduce the average emissions of CO2 from company cars in line with EU standards. Diesel-powered company cars shall have emission particle filter.

Axactor strongly promotes the choice of low emission vehicles, as part of the global greenhouse gas reduction program. It is mandatory to select a model/specification that is «top half» in their class in terms of consumption/range (WLTP).

**3.6. General waste handling**

The general waste hierarchy for Axactor is to first to REDUCE it at source. We shall only buy necessary items and are conscientious about procurement. To the extent possible we chose vendors and suppliers that are environmentally friendly.

Secondly, we shall focus on REUSE of items that are possible to reuse. We shall ensure that our vendors have the possibility to support this principle. E.g. IT vendors that offer a program for reuse of IT equipment.

Thirdly, items that are not possible to reuse we shall ensure to RECYCLE. All offices shall have recycling of paper and ensure that we have a system for sorting the waste to secure proper handling.

**3.7. IT waste handling**

The general objective for IT waste handling is to minimize the amount of waste and improved treatment of waste by e.g. sorting, recycling and/or re-use. All Axactor locations shall have a system for recycling or ensured environmentally friendly destruction of used electronic office equipment (PCs, printers, mobile phones etc.) This system shall also be open to handling employees' private IT waste.

Axactor shall preferably use approved IT contractors that are ISO-certified processes 9001 Quality, 14001 for Environmental and 27001 for Security or similar standards.

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**3.8. Travel**

Employees shall avoid unnecessary travel and rather use video- and telephone conferences. All travels funded by Axactor must be within ethical guidelines of the company, industry and legal requirements within the domicile that we operate and travel.

Axactor shall facilitate use of videoconferencing, skype or/and web-based videoconferencing. We shall have these facilities available in all Axactor offices and encourage the use rather than travel.

To reduce the impacts of employees' transportation, employees shall be encouraged to use public transportation or other environmentally friendly means when travelling to the office.

**3.9. Procurement and suppliers**

The purchase functions are set up to minimize purchase of new equipment and promote products/items that can be mended, reused or recycled.

Axactor shall encourage our suppliers to adopt the same environmental principles as Axactor. Axactor shall aim to include in our supplier contracts of a certain size and relevancy a paragraph stating the environmental aspects of this environmental policy such as: *“The Supplier shall use reasonable endeavours where appropriate to ensure that the service or product are provided in accordance with Axactor’s environmental policy to promote the protection of the environment.”*

**4. Supporting procedures and documents**

602 Axactor Group Travel procedure

603 Company car procedure

**Review log:**

| <b>Version</b> | <b>Date</b> | <b>Changed by</b> | <b>Comments</b>   |
|----------------|-------------|-------------------|---|
| 1.0            | 12.12.18    | Siv Farstad       |   |
| 2.0            | 12.12.19    | Siv Farstad       | Board approval. Strengthened environmental requirements |
| 3.0            | 15.12.20    | Chief of Staff    | Board approval  |
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