

1 BACKGROUND

1.1 Bluesource's Environmental Policy sets out our commitment to environmental protection, sustainability, and continuous improvement. Specifically, Bluesource commits to:

- Compliance** with all relevant environmental legislation, regulations, and industry standards.
- Prevention of pollution** by reducing waste at source, minimising resource consumption, maximising recycling, and ensuring all waste is handled responsibly.
- Integrating environmental considerations** into decision making processes across business operations and strategy.
- Reducing the environmental impact of commuting and business travel**, encouraging lower carbon transport options and enabling remote collaboration.

1.2 All Bluesource employees share responsibility for understanding and minimising the environmental and health impacts of their work.

2 SCOPE

2.1 This document establishes Bluesource's policies and procedures for conducting operations in an environmentally responsible, sustainable, and ethically sound manner in line with the United Nations Global Compact environmental principles.

2.2 With hybrid working, Bluesource encourages all remote workers to apply the principles of this policy wherever they work, where reasonably practicable.

3 POLICY STATEMENT

3.1 Bluesource Information Limited is committed to delivering efficient and effective IT business services in a manner that minimises environmental impact. Our activities inevitably involve resource use and waste generation; therefore, we acknowledge our responsibility to:

- Incorporate environmental considerations into our corporate strategy and operations.
- Support practices that reduce our overall environmental footprint.
- Promote technological innovation, continuous improvement, and increased environmental awareness among staff.

Aligned with **UN Global Compact Principles 7, 8 and 9**, Bluesource commits to:

- Comply with all relevant legislation and environmental standards.**
- Educate, train, and motivate employees** to fulfil their environmental responsibilities, promoting shared accountability where possible.
- Raise staff awareness of environmental issues and encourage best practices.**
- Minimise waste** by evaluating and improving operational efficiency.
- Reduce carbon emissions** through the adoption of renewable energy, low-emission transport, public transport, and remote collaboration technologies.
- Work with environmentally responsible suppliers.**
- Promote recycling** internally and externally.
- Separate all waste streams** into designated collections (food, recyclable, non-recyclable, and confidential).
- Dispose of IT and office equipment responsibly**, following WEEE guidelines.
- Reduce paper use** by prioritising electronic communication and documentation.
- Source services and products** with low environmental impact where possible.
- Consider environmental cost** in all resource, purchasing, disposal, and transport decisions.

4 POLICY

- 4.1 Bluesource is committed to protecting public health and the environment by operating responsibly and sustainably. In line with our mission and UN Global Compact Principles, we aim to eliminate or reduce environmental impacts wherever feasible. We will collaborate with employees, partners, suppliers, and stakeholders to uphold high environmental standards and drive continuous improvement.
- 4.2 The guiding principles and practices in this policy define our approach to resource conservation, waste reduction, pollution prevention, and long-term sustainability.
- 4.3 All Bluesource office waste must be separated into the following streams using the facilities provided:
 - Confidential waste (secure destruction)
 - Food waste
 - Recycling
 - Non-recyclable waste
- 4.4 This policy is endorsed by Bluesource's Board of Directors. Responsibility for implementation lies with senior management and all employees. Regular reviews will be carried out to ensure ongoing compliance and continual improvement.

5 Alignment with United Nations Global Compact

Bluesource affirms its commitment to the United Nations Global Compact (UNGC) and integrates its Environmental Principles (Principles 7, 8, and 9) into our operations, governance, and continuous improvement processes.

5.1 UNGC Principle 7 — Precautionary Approach to Environmental Challenges

Bluesource supports the precautionary principle by:

- Assessing environmental risks before operational changes or new projects.
- Reducing energy consumption, emissions, waste, and pollution proactively.
- Selecting environmentally responsible suppliers and products to minimise ecological impact.

5.2 UNGC Principle 8 — Environmental Responsibility Initiatives

Bluesource actively promotes greater environmental responsibility through:

- Waste segregation and recycling programmes across all business locations.
- Annual sustainability training and awareness campaigns.
- Minimisation of business travel through digital collaboration tools.
- Responsible e-waste management in alignment with WEEE standards.

5.3 UNGC Principle 9 — Environmentally Friendly Technologies

Bluesource commits to:

- Transitioning our operations to 100% renewable electricity.
- Prioritising energy-efficient equipment (e.g., Energy Star certified devices).
- Promoting digital solutions that reduce paper, fuel, and material consumption.
- Supporting customer solutions that reduce environmental impacts in IT environments.

6 RESPONSIBILITIES

6.1 Energy Conservation

Employees must:

- 1) Turn off lights when not in use and use natural light when possible.
- 2) Fully power down computers and equipment at the end of each day.
- 3) Use energy-saving features on devices.

- 4) Activate power down features on computers and monitors to enter a low-power or sleep mode when not in use.
- 5) Unplug devices that draw standby power.
- 6) Use energy-efficient lighting (e.g., LED or CFL).
- 7) Use the stairs when possible.
- 8) Use videoconferencing and conference calls to reduce travel.
- 9) Limit the use of space heaters.
- 10) Turn off air conditioning, office heating and fresh air systems when they are not needed, such as when the office is unoccupied.
- 11) Only activate the shower room's towel rail immediately before use and switch off afterwards.

6.2 Reduction of Materials Consumption

Employees must:

- 1) Prioritise digital documents over printed materials.
- 2) Print only when necessary and use double-sided printing.
- 3) Request and promote double-sided printing for all company documents.
- 4) Reuse paper for internal drafts where appropriate.

6.3 Reduce Fossil Fuel Consumption and Air Pollution

Employees must:

- 1) Utilise videoconferencing and conference calls as an alternative to travel.
- 2) Walk to nearby locations where practical.
- 3) Use public transport whenever possible.
- 4) Share transport with colleagues rather than travelling individually.

6.4 Minimize Waste and Increase Recycling

Employees must:

- 1) Use reusable cups, plates, and utensils.
- 2) Reduce toner usage for printed documents.
- 3) Print in black/white or greyscale where possible.
- 4) Recycle paper, plastics, cans, batteries, electronics, and printer consumables.

- 5) Follow local recycling regulations.
- 6) Dispose of IT equipment under WEEE guidelines.
- 7) Donate used furniture/equipment to approved charities.
- 8) Promote recycling to colleagues, customers, and suppliers.
- 9) Separate food waste, recyclable waste, and non-recyclable waste correctly.

6.5 Minimize Toxics and Hazardous Waste

Employees must:

- 1) Never pour hazardous substances down drains.
- 2) Choose non-toxic or low-toxicity alternatives where feasible.
- 3) Avoid mercury-containing equipment unless necessary and approved.
- 4) Avoid tin-containing equipment unless necessary and approved.
- 5) Order chemicals in appropriate, minimal quantities.
- 6) Dispose of hazardous waste safely and legally.

6.6 Commitment to Green Purchasing

Employees must:

- 1) Purchase energy with a high renewable content and low environmental impact.
- 2) Purchase recycled copier/printer paper where available.
- 3) Choose office supplies and furniture with high recycled content wherever possible.
- 4) Prefer biodegradable or compostable products.
- 5) Purchase energy-efficient (e.g., Energy Star) devices.

6.7 Increasing Awareness of Bluesource's Impact on the Environment

All employees must be familiar with this environmental policy, detailing Bluesource's environmental strategy, and are required to:

- Follow Bluesource's paper-reduction guidelines.
- Choose recycled or certified products where available.
- Be mindful of the environmental impact of procurement and printing decisions.

See **section 9** for KPIs introduced by Bluesource to track some of these responsibilities and demonstrate progress towards emission reduction, renewable energy adoption.

7 Environmental impact on waterways & oceans

Bluesource recognises that environmental actions taken on land directly affect rivers, waterways, coastal ecosystems, and oceans. As part of our environmental strategy, Bluesource acknowledges the following:

7.1 Waste Reduction Protects Water Systems

By reducing waste, increasing recycling, and following responsible WEEE disposal practices, Bluesource helps prevent:

- Toxic leachate from landfills entering groundwater and river systems.
- Plastics and microplastics reaching oceans through stormwater and rivers.
- Heavy metals from electronic waste contaminating aquatic ecosystems.

7.2 Emissions Reduction Prevents Ocean Acidification

Bluesource's transition toward 100% renewable electricity and reduced fossil fuel usage supports ocean health by:

- Reducing atmospheric CO₂ that causes ocean acidification.
- Protecting marine life such as coral reefs, plankton, and shellfish that are sensitive to pH changes.

7.3 Sustainable Procurement Supports Clean Waterways

By choosing recycled, biodegradable, and low-toxicity products, Bluesource helps reduce:

- Industrial pollution from upstream manufacturing processes.
- Chemical runoff that can enter rivers and oceans.
- Global water stress through reduced demand for new raw materials.

7.4 Reduced Paper Consumption Protects Forest Watersheds

By promoting digital practices and reducing paper use, Bluesource helps:

- Reduce deforestation that destabilises watersheds.
- Prevent sediment runoff into freshwater and coastal ecosystems.
- Maintain natural filtration systems that protect water quality.

These benefits reflect Bluesource's broader commitment to protecting both terrestrial and marine environments as part of a holistic sustainability strategy.

8 Deforestation prevention and responsible resources use

Bluesource recognises that deforestation is a major global driver of climate change, biodiversity loss, soil degradation, and disruption of waterways and ocean ecosystems. In support of the UN Global Compact Principles and our commitment to environmental protection, Bluesource will take proactive steps to minimise any contribution to deforestation across our operations and supply chain.

8.1 Reducing Paper Consumption

Bluesource will continue to:

- Prioritise digital-first processes to significantly reduce paper use.
- Print only when necessary and default all devices to double-sided printing.
- Reuse paper for drafts, internal notes, or non-sensitive printing where appropriate.

Reducing paper consumption directly lowers demand for virgin pulp, protecting forests and the ecosystems they support.

8.2 Responsible Procurement to Prevent Deforestation

Bluesource commits to:

- Purchasing FSC-certified, PEFC-certified, or recycled-content paper and wood products whenever available.
- Preferring suppliers who maintain deforestation-free supply chain policies where possible.
- Avoiding products linked to illegal logging, land clearing, or destruction of high conservation value forests.

8.3 Protecting Forest Watersheds and Marine Ecosystems

Healthy forests play a crucial role in maintaining global water systems, preventing erosion, and protecting coastal and ocean environments. Bluesource's deforestation policy contributes to:

- Reduced sediment and nutrient runoff, which harms rivers and marine habitats.
- Stabilised watersheds, supporting clean drinking water and resilient freshwater ecosystems.
- Lower pollution flow into oceans, benefiting coral reefs, fish populations, and coastal biodiversity.
- Carbon sequestration, helping mitigate ocean acidification caused by excess atmospheric CO₂.

8.4 Deforestation and Climate Alignment

By reducing reliance on products sourced from deforested land and shifting to 100% renewable electricity, Bluesource supports:

-  Lower global CO₂ emissions linked to forest clearing.
-  Preservation of carbon sinks that help regulate the climate.
-  Reduced pressure on forested regions used for energy-intensive manufacturing.

This aligns with Bluesource’s broader objectives on emissions reduction, renewable energy transition, and Scope 2 emissions minimisation.

9 KPIs for Renewable Energy and Emissions Reduction

To support measurable environmental progress, Bluesource has adopted the following qualitative and quantitative KPIs:

9.1 Renewable Energy & Emissions

KPI	Target	Measurement Method	Reporting Frequency
Percentage of electricity sourced from renewable energy	100% renewable electricity by 2026	Utility bills, energy supplier certification (REGO-backed in UK)	Annual
Scope 2 emissions reduction	Reduce market-based Scope 2 emissions to near zero by 2027	EcoVadis carbon assessment tool	Annual

9.2 Supplier & Procurement KPIs

KPI	Target	Measurement Method	Reporting Frequency
Percentage of company suppliers with environmental or sustainability policies	≥ 85% by 2027	Supplier ESG screening	Annual
Increase procurement of recycled-content products.	Wherever possible	Not measured	n/a
Ensure all WEEE-covered equipment is disposed of through certified partners.	100%	Disposal notifications	n/a

10 SIGN-OFF

For Bluesource	
Name	Nick Jagers
Position	Head of Operations
Signature	
Date	9 March 2026

11 REVISION

11.1 The Head of Operations is responsible for the administration, revision, interpretation, and application of this Policy. The policy will be reviewed annually and revised as needed.

11.2 The revision history of this Policy is as follows:

DATE	NAME	SUMMARY OF CHANGE
01/03/2020	Nick Jagers	Policy updated for publication
22/06/2021	Nick Jagers	Policy reviewed and no update required
01/03/2022	Nick Jagers	Policy reviewed and no update required
23/02/2023	Nick Jagers	Policy reviewed and updated to refer to hybrid working and shutting off aircon, towel rail and fresh air systems.
22/02/2024	Nick Jagers	Policy reviewed and rebranded
22/02/2025	Nick Jagers	Policy reviewed and updated for new waste separation requirements.
11/02/2026	Nick Jagers	Policy reviewed and no update required
09/03/2026	Nick Jagers	Policy aligned with UN Global Compact, KPI's added and benefits to reduce deforestation, and effects on waterways and oceans added