

Environmental Management System Policy

V1.8 092026

1. Introduction

1.1 Tecknuovo are committed to mitigating its impact on the environment whilst complying with all relevant environmental legislation at local, regional and national levels. Tecknuovo intend to use legislation as minimum performance criteria. Our aim is to minimise the adverse impacts on the environment from all of our activities and services.

2. Scope

2.1 This policy covers all individuals working at all levels and grades, including senior managers, officers, directors, employees, consultants, trainees, homeworkers, part-time and fixed-term employees, volunteers, interns and casual workers.

2.2 This policy also covers our sub-contractors and associates whom we contract with to deliver consultancy and project management services alongside us in support of our delivery of services to our clients (Associates).

3. Responsibility

3.1 The Chief Legal & Sustainability Officer has overall responsibility for implementing this policy. They have a key role in ensuring the systems and controls we have in place are effective.

3.2 All employees have a role to play in complying with our environmental objectives and are encouraged to make further suggestions in relation to initiatives we could undertake. If anyone has a suggestion, they should contact the Chief Legal & Sustainability Officer.

3.3 In line with that commitment, in accordance with our Whistleblowing Policy, we actively encourage all staff members who have serious concerns about any real or perceived departure from the high ethical standard that we set, to voice those concerns openly. Our Whistleblowing Policy can be found on our online HR system.

3.4 We are committed to ensuring our policy remains effective. As part of our ongoing commitment, this policy is reviewed at least annually to verify its effective operation. Records of the reviews are maintained, and any necessary amendments are made to the policy, as appropriate.

4. Communication

4.1 We communicate this policy to our employees by means of our HR System and/or SharePoint. It is available externally upon request.

5. Our Conduct

5.1 We have set objectives which shall be reviewed on a regular basis. These objectives will be based upon the framework of the five environmental principles which we are committed to:

- Where possible, minimisation of energy and material usage, minimise pollution and the production of waste. Our 2026 emissions target is to limit total emissions to no more than 68 tCO₂e on a location-based basis and no more than 57 tCO₂e on a market-based basis
- Effective and responsible waste management and disposal by maintain a recycling rate of 50% or greater and improve waste segregation by conducting quarterly audits and implementing corrective action within 30 days.

- Promoting reuse and recycling of products and raw materials, especially waste packaging by delivering environmental awareness guidance to 100% of staff at least annually, and maintaining a high awareness of environmental issues in the workforce.
- Involving our key stakeholders such as suppliers, sub-contractors, and customers in environmental initiatives through the circulation of a bi-monthly environmental newsletter.
- The Environmental Management System Policy is available internally on Bamboo HR and externally upon request.

In support of the objectives set by Senior Management, they are also committed to:

- Providing the resources in order to comply with ISO 14001:2015 and continually improving the Environmental Management System (EMS) to enhance environmental performance.
- Management reviews and periodically assessing the Environmental Policy, objectives and management system to ensure their continuing suitability.
- Monitoring and measuring the effectiveness of the Environmental Management System (EMS) and related processes
- Providing training for the development of our employees on environmental awareness
- Communicating and promoting our environmental objectives to employees, highlighting the importance of meeting customer, regulatory and legislative requirements.

6. Responsibility

6.1 An annual review of the policy is delegated to the Chief Legal & Sustainability Officer who will:

- Ensure that it remains up to date, compliant and relevant to the needs of the organisation and its clients.
- Verify it is in effective operation across the practice.



Gus Sargent

Director

Date: 10/11/2025

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Next Review: 10/11/2026