

# Environmental Policy

**Planon**

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## Document data

### History

| Name                | Date       | Version | Status | Description                                              |
|---------------------|------------|---------|--------|----------------------------------------------------------|
| Legal               | 2019       | 1       | Final  |                                                          |
| Legal               | 01-06-2021 | 1.4     | Final  |                                                          |
| Facility Management | 26-10-2022 | 1.5     | Final  | Updated template. Changed Core Environmental Principles. |
|                     |            |         |        |                                                          |

### Distribution-list

| Name                            | Date       | Version | Department          |
|---------------------------------|------------|---------|---------------------|
| Legal                           | 01-06-2021 | 1.4     | Legal               |
| Policies and directives InTouch | 20-06-2021 | 1.4     | Board               |
| Inge van de Laar                | 26-10-2022 | 1.4     | Facility Management |
| Niek Sinnema                    | 26-10-2022 | 1.4     | Facility Management |
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| Policies and directives InTouch | 26-10-2022 | 1.5     | Board               |
|                                 |            |         |                     |
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# 1. Definitions

“**Annual Report**” means the most current comprehensive report by the Executive Board on the activities of the Planon Group throughout the preceding year.

“**Executive Board**” means the management team of the Planon Group as defined in the Annual Report.

“**Planon Group**” means the group of companies consisting of Planon Beheer B.V. and its subsidiaries. Reference in this Environmental Policy to ‘we’, ‘our’, ‘Planon’, refers to the Planon Group unless the context indicates otherwise.

“**Planon Legal Entity**” means a legal entity which is part of the Planon Group.

“**Planon Employee**” means an employee of a Planon Legal Entity.

## 2. Introduction

### 2.1 Purpose and use of this policy

The Planon Group is a global software provider which helps organizations to streamline business processes for buildings, people and workplaces. The Planon Group recognises that its activities have an impact on the environment in terms of use of materials, emissions to air and water, and waste generation. The purpose of this environmental policy (“**Environmental Policy**”) is to harmonize and document Planon’s environmental position and values and its overall environmental performance intentions and direction formally expressed by the Planon Board.

As with all Planon policies, this Environmental Policy will be:

- reviewed periodically, in light of any changes within legislation, the Planon Group organization and other factors;
- implemented through guidelines to help every Planon Employee to understand and implement the relevant aspects of this Environmental Policy in their day-to-day activities through regular communication and training;
- communicated to all Planon Employees and they will be encouraged to work in an environmentally responsible manner. In order to educate and to raise awareness of environmental issues Planon Employees will be given appropriate training.

### 2.2 Scope of this policy

This Environmental Policy describes a set of core values of Planon Legal Entities as set forth by the Planon Board in the area of environmental issues.

This Environmental Policy is applicable to all Planon Legal Entities throughout all departments and applies to all Planon Employees.

It is written with the intention to professionalize Planon’s overall environmental performance intentions and direction within the Planon Group, while at the same time keeping the handling as practical as possible.

On behalf of the Executive Board,

P.A.J. Guelen  
CEO

## 3. Core commitments

The Planon Group is committed to providing a safe and healthy workplace for its Planon Employees and to minimise potential impact on the environment. The Planon Group is committed to:

1. continuous improvement of its environmental performance;
2. complying with all environmental legislation, regulations and codes of practice relevant to the industry sector;
3. preventing pollution and minimizing production of waste.

## 4. Environmental principles

We are committed to:

- integrate the consideration of environmental concerns and impacts into all of our decision making and activities;
- meet our duty of care requirements in relation to waste, make efficient use of materials and resources and endorse sustainable processing of waste;
- endorse external initiatives in the field of sustainability;
- reduce CO<sub>2</sub> Emissions;
- deliver products and services with the smallest environmental burden as possible;
- purchase and use environmentally responsible products accordingly;
- communicate our environmental commitment to suppliers, customers and the public and encourage them to support it;
- stimulate improvement of 'green growth' development plans;
- undertake to assess continuously the environmental impact of our products and operations;
- and promote environmental awareness among our employees and encourage them to work in an environmentally responsible manner.