

# Environmental Policy

Valcon NL

November 2025, Version 2.0

valcon

# The importance of Environmental Policies

Valcon NL – hereafter referred to as Valcon – is committed to sustainable and responsible business practices that minimize our environmental impact and contribute to a more sustainable future. We believe that the long-term success of our business, as well as that of our customers, relies on the sustainability of the environments, communities, and economies in which we operate.

This policy reflects our dedication to environmental stewardship, corporate responsibility, and our role in driving positive change for the environment and our customers. It also constitutes a commitment to comply with legal requirements regarding energy savings, renewable energy, and CO<sub>2</sub> reduction. Responsibility for fulfilling these commitments lies with management as the final accountable body. Employees contribute through their daily actions, while a dedicated sustainability team supports, coordinates, and monitors progress.

## Purpose and Scope

The purpose of this policy is to articulate Valcon's commitment to addressing the Environmental aspects of the Environmental, Social, and Governance (ESG) topics. Information about our Social and Governance topics can be found in related policies and procedures.

## Policy

This policy applies to all employees of Valcon. It serves as a framework for embedding sustainability into our operations, decision-making, and culture. The commitments described in this policy are reviewed continuously to ensure they remain relevant, effective, and aligned with global standards and best practices. The policy is communicated throughout the organization and made available to relevant stakeholders in an appropriate manner, for example via the website, intranet, workshops, and training sessions.

The policy and principles underlining our commitment apply not only when individuals are working at a Valcon or client site but also includes work-related social events, hospitality events and travelling or staying away from home whilst on business.

Everyone at Valcon is responsible for promoting and advancing this policy. If you have questions about this document, please contact the Sustainability Team by emailing to: [sustainability.internal.nl@valcon.com](mailto:sustainability.internal.nl@valcon.com).

**Valcon's core mission is to ensure that our clients are in their best possible shape and fully prepared for the future.**

| Document information |                                    |
|----------------------|------------------------------------|
| Title                | Environmental Policy               |
| Version              | 2.0                                |
| Note                 | Final version                      |
| Authors              | Sustainability Team                |
| Reviewed by          | Rob Maathuis and the Works Council |
| Date                 | 14 November 2025                   |

*Rob Maathuis*

# Table of contents

|     |  |   |
|-----|--|---|
| 1.  | Sustainability at Valcon .....                                 | 4 |
| 1.1 | Sustainability ambition .....                                  | 4 |
| 2.  | Greenhouse gas emissions .....                                 | 4 |
| 2.1 | Greenhouse gas emissions target and actions .....              | 4 |
| 2.2 | GHG reporting: Collaboration with Climax .....                 | 5 |
| 3.  | Travel and mobility .....                                      | 5 |
| 3.1 | Travel and mobility targets and actions.....                   | 5 |
| 3.2 | Employee responsibility: reduce CO <sub>2</sub> emissions..... | 6 |
| 4.  | Energy consumption.....  | 6 |
| 4.1 | Energy efficient office target and actions .....               | 6 |
| 4.2 | Energy management.....   | 6 |
| 4.3 | Employee responsibility: minimize energy usage.....            | 7 |
| 5.  | Waste and resource management .....                            | 7 |
| 5.1 | Waste management targets and actions.....                      | 7 |
| 5.2 | Waste and resource management .....                            | 7 |
| 5.3 | Employee responsibility: reducing waste .....                  | 8 |
| 6.  | Environmental services .....                                   | 8 |
| 6.1 | Educating employees.....                                       | 8 |
| 6.2 | Supporting clients .....                                       | 9 |

# 1. Sustainability at Valcon

## 1.1 Sustainability ambition

At Valcon, our ambition is to embed sustainable practices into every aspect of our work. We are a trusted partner for businesses in creating sustainable value, preparing our clients for the future. We achieve this through our people-centered approach, subdivided in the subtopics Environment, Social and Governance (ESG). This policy focusses on the environmental topic only.

Sustainability at Valcon is subdivided in the three ESG topics. Below Valcon's ambition on each topic is explained. This policy is in line with the strategic objectives that form an integral part of the organization's strategic direction.

*Topic in this policy*

**Environment (E) - We are a trustworthy partner for our clients by reducing our negative impact related to environmental aspects. We focus on reducing our CO<sub>2</sub>e emissions and provide advice that is environmentally sustainable for the future.**

*Topics in other policies and reports.*

**Social (S)** - We are a leading employer by empowering our diverse workforce, caring for their well-being and development. We do this by organizing talent development, corporate culture and community engagement. Additionally, employee work-life balance and employee health and well-being are of major importance.

**Governance (G)** - We build and maintain trust among clients and (potential) employees by adhering to the highest standards for data governance.

# 2. Greenhouse gas emissions

## 2.1 Greenhouse gas emissions target and actions

**Valcon is committed to reducing 40% of tonnes CO<sub>2</sub>e / FTE by 2030 (compared to 2022).**

Monitoring CO<sub>2</sub> emissions is a foundational step in aligning operations with sustainability objectives, regulatory requirements, and stakeholder expectations. Accurate measurements provide the basis for effective planning and progress tracking toward emission reduction targets.

While Valcon prioritizes reducing its own emissions through operational improvements, the company also takes climate action by investing in carbon offsetting. Valcon partners with Regreener to support climate projects that help offset CO<sub>2</sub> emissions.

## 2.2 Greenhouse gas reporting: Collaboration with Climax

Valcon collaborates with Climax to measure CO<sub>2</sub> emissions using a methodology aligned with the GHG Protocol. Climax analyzes expenditure data to calculate scope 1, 2, and 3 emissions, ensuring a comprehensive and accurate assessment. This data is updated and processed twice a year. The different scopes of emissions are as follows:

- Scope 1: Direct emissions from owned or controlled sources, such as company vehicles.
- Scope 2: Indirect emissions from purchased energy, such as electricity and heating.
- Scope 3: Emissions from the value chain, including business travel, procurement, and waste.

Details on the contributors to scope 1, 2, and 3 emissions are made visible through a dashboard provided by Climax. This dashboard offers insights into the specific sources of emissions within each scope, supporting data-driven decision-making. The scope 1, 2, and 3 emissions are reported annually in the company's ESG report, providing transparency to both internal and external stakeholders.

Approximately two-thirds of emissions are attributed to mobility, primarily road travel. Additional emissions stem from building operations, IT systems, and other activities. The 40% reduction target is largely achieved through adjustments to the mobility policy, with smaller contributions from renting a green building and implementing sustainable IT solutions, such as lifecycle management for laptops.

To reach the reduction target and professionalize our reporting capability, we will focus on the following aspects in the coming period:

- Implementing a CO<sub>2</sub> reduction plan.
- Every half year, the progress towards the target is monitored.

# 3. Travel and mobility

## 3.1 Travel and mobility targets and actions

**Valcon is committed to reducing emissions associated with commuting travel, including all methods of transportation.**

To achieve this, we are promoting the use of electric cars by increasing the allocated lease budget for these cars. By encouraging the adoption of electric vehicles, we aim to significantly lower our carbon footprint and contribute to a more sustainable future.

**Valcon is committed to providing transportation options with a lower environmental impact than lease cars, such as public transport.**

To achieve this, we give each employee the possibility to use a mobility budget. The budget can be used to receive a reimbursement for the use of public transport. The remainder of the mobility budget is paid out gross, thereby giving employees a financial incentive to choose the budget instead of a lease car. Those using a standard lease car can switch to this mobility budget at any time. For transparency reasons, a calculation tool is being built to support employees in the choice between the budget and a lease car, which shows the financial differences.

**Valcon offers employees the opportunity to work hybrid.**

Employees are able to work from home as well as from the Valcon or, when applicable, from a client office.

## 3.2 Employee responsibility: reduce CO<sub>2</sub> emissions

To support these efforts, we encourage employees to adopt sustainable travel habits whenever possible:

- Consider the most sustainable travel option with the lowest CO<sub>2</sub> emissions, such as choosing an electric vehicle over a petrol vehicle or taking the train instead of a plane.
- Walk or cycle for shorter distances instead of using motorized transport.
- Combine trips and meetings to minimize travel frequency and emissions.
- Carpool to events to reduce the number of vehicles on the road and lower emissions.

Interested in how we encourage employees? Check our latest ESG report.

By making conscious travel decisions, employees play a vital role in helping Valcon reduce its environmental impact and contribute to a more sustainable future.

The specific travel and mobility targets are currently being developed and will be included in the next update of this policy.

# 4. Energy consumption

## 4.1 Energy efficient office target and actions

**Valcon is committed to maintaining an energy-efficient office environment.**

As part of this commitment, Valcon has chosen to lease office space in a sustainable building that is conveniently accessible by public transport. This building has an A++ energy label. A renewal of the BREEAM certificate is expected medio 2025.

It is important to note that this building is shared with multiple tenants, and energy consumption is monitored at the building level. Many utilities and services are centrally managed, which contributes to overall energy efficiency.

## 4.2 Energy management

To ensure efficient and sustainable energy management at the office, several measures have been implemented, focusing on climate control, electricity usage, lighting, and renewable energy solutions.

**Central climate control system:** The integration of thermal energy storage (TES), CO<sub>2</sub> regulation control, air conditioning, mechanical ventilation, rooftop cooling systems, and environmentally friendly refrigerants helps improve air quality while enhancing cooling efficiency and limiting energy usage.

**Electricity usage:** The building rented by Valcon has a low energy performance coefficient (EPC), ensuring high energy efficiency, and operates under the Green Energy Contract 'Groen Zakelijk Variable Plus,' which sources electricity from renewable energy providers, optimizing electricity consumption and promoting sustainable energy use.

**Lighting:** Energy-efficient lighting is ensured through LED lighting, daylight-adjustable systems, movement detection, and a master switch, reducing energy waste by limiting usage to actively occupied areas.

**Renewable energy:** The building is connected to an aquifer thermal energy storage (ATES) system, which utilizes both a heat and a cold source to provide heating and cooling. This is a form of renewable energy. In addition, we purchase 100% green electricity. Sustainability is further supported by solar panels on the roof, electricity regeneration from elevators, and heat recovery from exhaust air.

### 4.3 Employee responsibility: minimize energy usage

To minimize the energy consumption, we encourage employees to be mindful of energy use while working in the office:

- Turn off monitors and other electronic devices when leaving a room or at the end of the day.
- Close windows before leaving to maintain energy efficiency and regulate indoor temperatures.
- Be conscious of heating and cooling use; dress appropriately for the season instead of relying on temperature adjustments.
- Use only the necessary number of dishes and cups to reduce dishwasher usage.

By making simple adjustments, we can reduce unnecessary energy consumption and contribute to a more sustainable workplace.

## 5. Waste and resource management

### 5.1 Waste management targets and actions

Valcon is committed to minimizing waste generation and optimizing resource usage.

As part of this commitment, Valcon focuses on several key areas to reduce waste, including paper waste, food waste, office equipment, and hazardous substances. Valcon collaborates with external partners to implement sustainable practices and encourages employees to adopt habits that minimize waste generation.

### 5.2 Waste and resource management

To reduce waste and improve resource efficiency, Valcon has implemented several initiatives across different areas:

**Paper waste:** Valcon works together with two companies dedicated to reusable solutions. MOYU specializes in creating reusable notebooks, flip charts, and sticky notes, while Halo Green Cups provides CO<sub>2</sub>-neutral, recyclable cups. Currently, 250 Valconeers use MOYU notebooks. Valcon aims to further reduce paper waste by increasing the adoption of MOYU products and encouraging employees to minimize paper usage.

**Food waste:** Valcon partners with sustainable and local suppliers and has implemented strategies to minimize food waste. For example, organizers for lunches, gatherings and dinners are required to

register attendees in advance to ensure precise food orders. Additionally, food containers are made available to encourage employees to take home any leftovers.

**Electronic waste:** Valcon has a contract with Service Planet, an IT service company, to manage the lifecycle of the laptops. Valcon doesn't provide work phones and encourages employees to use electronic dual sims.

As a next step, the Sustainability Team will determine the lifecycle of laptops and office furniture. With this information we can make informed decisions on suppliers, add this to the purchasing policy, and discuss our needs with our suppliers (e.g. on lifecycle optimization, recycling, refurbishing, and proper disposal).

**Water efficiency:** Employees are encouraged to minimize the use of dishes and therefore the use of the dishwasher. We prioritize sustainability by using eco-friendly dishwasher tablets whenever we run the dishwasher. To further improve efficiency, Valcon has installed two Quookers, providing both hot and sparkling water. This is more sustainable than the use of traditional kettles and bottles of sparkling water.

Because the water usage is monitored for the entire building, individual insights of our rental office are not possible. However, the water efficiency index from Smartvatten indicates that the building can improve its water usage. Smartvatten advises the building owner to create a water strategy.

**Hazardous substances:** As a consultancy firm, Valcon uses only a limited amount of hazardous substances (e.g., cleaning products, printer ink and toners, and batteries). As a next step, the Sustainability Team will incorporate hazardous substance management into Valcon's purchasing policy.

### 5.3 Employee responsibility: reducing waste

Beyond specific waste reduction targets, employees are encouraged to adopt daily habits that support sustainability;

- Properly sort waste and recyclables according to office guidelines.
- Be mindful of resource consumption and look for ways to reduce unnecessary waste.
- Consider reusing office supplies such as binders, folders, and packaging materials whenever possible.
- Limit disposable plastic use by using reusable bags, containers, and bottles.
- Take home leftover food from office lunches, events, or meetings using provided containers.
- Minimize the use of dishes and therefore the use of the dishwasher.

By integrating these principles into daily operations, Valcon aims to create a more environmentally responsible office and encourage employees to take an active role in reducing waste.

## 6. Environmental services

### 6.1 Educating employees

**Valcon is committed to educating its employees in the sustainability transition.**

Valcon has established a dedicated Sustainability Team to lead its environmental goals with a strong emphasis on awareness and education. Building awareness among employees is a key priority, and over the past two years, an "Impact Week" has been organized to engage Valconeers in sustainability initiatives. For 2025, an expanded "Impact Month" is planned, fully dedicated to advancing sustainability goals and further educating employees on environmental practices. Employees are encouraged to

participate and/ or organize the Impact Month by engaging in sustainability-themed events and workshops to increase their awareness of environmental issues.

In addition to these awareness-building efforts, employees are encouraged to join one of Valcon's sustainability teams, allowing them to actively contribute to the implementation of environmental initiatives and help drive positive change both internally and externally. By joining a team, employees can take an active role in creating solutions that benefit the company and the broader community.

Furthermore, Valcon is committed to providing employees with continuous learning opportunities about sustainability. At the start of 2025, a new training on Sustainable Finance was launched, enhancing Valcon's expertise in this important field. Later in the year, a sustainability awareness training will follow. Employees have access to complete sustainability training through various platforms, including the UNGC website and EcoVadis e-learning modules. These training opportunities provide valuable knowledge that employees can apply to their work and make meaningful contributions to both internal environmental practices and client-focused sustainability efforts.

## 6.2 Supporting clients

### **Valcon is committed to supporting clients in their sustainability transition.**

Valcon is dedicated to partnering with clients to address their environmental challenges. By sharing best practices and collaborating closely, Valcon empowers clients to meet their sustainability goals and create a positive environmental impact. This is achieved through services such as project management, process implementation, tooling, and data products designed to help clients comply with sustainability-related legislation and reporting requirements. Additionally, Valcon provides IT solutions to support clients in their sustainability efforts.

Valcon is an official EcoVadis training partner, offering educational programs that help clients enhance their sustainability practices. Furthermore, Valcon has developed client propositions focused on sustainability within specific sectors such as Retail and Manufacturing. Valcon's Sustainable Finance community, formed to educate clients on sustainability topics, will continue to offer workshops, benchmarks, and specialized advice to help clients transition to more sustainable business practices.

We encourage all employees to actively consider and integrate sustainability topics in their client projects if possible, ensuring that our work contributes to environmentally responsible outcomes and aligns with our commitment to supporting clients in their sustainability efforts.