

Environmental Policy & Guidelines

Purpose

1. Pearson Ham Group acknowledges its duty to protect the environment and is committed to minimising its ecological footprint. We aim to fulfil this commitment through our client services and by decarbonising our own operations.
2. We endorse the Paris Agreement, the UN Sustainable Development Goals, and are a participant in the UN Global Compact. We strive to comply with all relevant environmental laws and regulations.
3. As a premier global pricing and pricing strategy consultancy, our most significant contribution towards a net-zero future is through the services we provide to our clients. Although we do not offer dedicated ESG services, our long-term goal is to incorporate ESG and sustainability principles into our consulting practices.
4. Beyond our client work, we are actively working to reduce the environmental impact of our own operations. Our top priority is reducing Greenhouse Gas (GHG) emissions. Recognising that business travel is the largest contributor to our environmental footprint, we are focused on reducing and decarbonising our travel activities. Additionally, we are committed to reducing or off-setting our direct emissions from offices and employees. We encourage our offices to minimise waste and water usage, implement recycling programs, donate used equipment, reduce single-use plastics, and limit food waste.

Scope

5. This policy applies to all employees, contractors, and stakeholders of Pearson Ham Group:
 - I. Implementing sustainable practices in our daily office activities, such as energy usage, waste management, and resource conservation.
 - II. Reducing and decarbonising travel-related emissions through virtual meetings, sustainable travel options, and efficient travel planning.
 - III. Incorporating ESG and sustainability principles into our consulting services, aiming to promote environmental responsibility and sustainability where possible.
 - IV. Educating and engaging our employees in environmental initiatives, promoting a culture of sustainability and environmental awareness within the organisation.
 - V. Communicating our environmental efforts and progress to clients, partners, and the broader community, and encouraging feedback and collaboration on sustainability initiatives.

Compliance

6. Pearson Ham Group is committed to ensuring that our operations comply with all relevant local, national, and international environmental laws, regulations, and standards. We stay informed about legislative changes and adjust our practices accordingly to maintain compliance.
7. Our internal policies are aligned with legal requirements and industry best practices.
8. Regular updates are provided to employees to ensure they understand and adhere to these environmental laws and company policies. The updates occur through mediums such as announcements, memorandums, trainings and presentations.

Continuous Improvement

9. At Pearson Ham Group, we believe in the principle of continuous improvement in our environmental practices. We conduct yearly internal audits and reviews of our environmental performance to identify areas where we can improve through our dedicated ESG Team.
10. Our goal is to have clear, measurable environmental targets and objectives focusing on key areas such as reducing and/or off-setting carbon emissions, minimising waste, and conserving water and energy. Once established, the aim is to monitor and report on our progress towards these targets, using key performance indicators to measure our success.
11. Feedback from employees, clients, and stakeholders is actively encouraged and utilised to refine and enhance our policies and actions continually. Additionally, we benchmark our environmental performance against industry standards and best practices to ensure we are always striving for improvement.

Responsibility

12. We foster a sense of environmental responsibility among all employees at Pearson Ham Group. Through regular updates, memos, announcements and/or training programs, we ensure that every employee understands the importance of environmental sustainability and their role in supporting the company's environmental goals.
13. We have a dedicated ESG team within the organisation to lead and promote sustainability initiatives and best practices. Our culture emphasises individual accountability, empowering each employee to act in reducing their environmental impact.
14. The leadership at Pearson Ham Group demonstrates a strong commitment to environmental responsibility, setting a positive example for the entire organisation. For example, leading initiatives to launch an ESG proposition, be regimented on recycling, and purchasing carbon offsetting initiatives & coffee keep cups.
15. We encourage our employees to engage in community-based environmental projects and initiatives, reinforcing their commitment to sustainability both within and outside the workplace.

Energy Efficiency

16. Pearson Ham Group is committed to implementing energy-saving measures across all our office operations. Furthermore, our office spaces are designed and maintained to meet the highest standards of environmental sustainability. They incorporate advanced energy-efficient technologies, sustainable materials, and eco-friendly practices, ensuring a minimal ecological footprint while promoting a healthy and productive work environment:
 - I. London Office: TBD
 - II. Paris Office: TBD
 - III. Barcelona Office: LEED Gold Certification (2018).
17. We encourage employees to practice energy conservation by turning off equipment and lights when not in use and by optimising heating and cooling systems for efficiency.

Water Conservation

18. We promote water conservation practices within our offices to minimise our water usage.
19. We encourage employees to use water responsibly and raise awareness about the importance of water conservation through internal communications and initiatives

Waste Reduction

20. We are dedicated to minimising waste generated by our operations. This involves implementing comprehensive recycling programs for paper, plastic, and electronic waste. For example, PHG recycles the coffee capsules consumed by employees.
21. We actively reduce paper use by promoting digital documentation and communication.
22. We encourage the reuse and donation of office equipment and supplies to extend their lifecycle and reduce waste. Additionally, our employees properly dispose or recycle electronic equipment if required.

Business Travel

23. Pearson Ham Group recognises that business travel is a significant contributor to our carbon footprint. To address this, we aim to balance the need for face-to-face client interactions with the use of virtual meetings and digital collaboration tools to reduce unnecessary travel.
24. The company encourages a multitude of eco-conscious practices (see Travel & Expense Guidelines for further details):
 - I. Employees are urged to prioritise public transportation, including buses, trains and subways, over taxis or rideshare services, unless circumstances dictate otherwise.
 - II. Car-sharing is highly recommended whenever feasible, particularly when several employees are traveling together to the same destination.
 - III. The organisation also champions paperless travel, encouraging the use of digital copies for all travel-related documents.
 - IV. An additional stride towards sustainability is the full reimbursement of carbon offsets by Pearson Ham, an initiative that underscores the firm's dedication to minimising its carbon footprint.
 - V. Employees are also encouraged to explore and patronise greener accommodation, dining and transportation options during their travel.

Employee Commute

25. We are committed to supporting our employees in adopting sustainable commuting practices. Pearson Ham Group promotes flexible working arrangements, such as remote work, to reduce the need for daily commuting.
26. We encourage the use of public transportation, cycling, walking, and carpooling for employees who need to commute to the office. By facilitating and encouraging sustainable commuting, we aim to reduce the overall carbon footprint associated with our operations.

Future Improvements

27. To effectively measure and enhance our sustainability efforts, we intend to establish several key performance indicators (KPIs) tailored to our operations as a small service-oriented firm. These metrics focus on energy consumption, waste management, carbon footprint reduction, procurement practices,

and employee engagement. By tracking these KPIs, we can ensure continuous improvement in our environmental impact and demonstrate our commitment to sustainability:

- I. **Net Zero Team:** through our partnership with Tree-Nation, we commit to offset the estimated 3.6 tonnes of CO2 eq. emitted by our employees per year. This includes the emissions generated by office space, electricity at work, food, small office material and short distance travel. For more information on the program, please visit www.tree-nation.com.
- II. **Net Zero Website:** through our partnership with Tree-Nation, we commit to offset the carbon emissions generated by our website (www.pearsonhamgroup.com). For more information on the program, please visit www.tree-nation.com.
- III. **Recycling Rate:** estimate the percentage of office waste that is recycled. Simple measures include monitoring the volume of recycling bins versus general waste bins.
- IV. **Paper Usage:** track the number of reams of paper purchased per month.
- V. **Remote Workdays:** number of remote workdays per month. Reducing commuting can significantly cut down on your carbon footprint.
- VI. **Public Transportation Usage:** percentage of employees who use public transportation, carpool, bike or walk to work.
- VII. **Employee Suggestions:** number of sustainability suggestions submitted by employees and the percentage implemented.
- VIII. **Bi-Monthly Sustainability Meetings:** schedule a meeting to review ESG & sustainability efforts and brainstorm new ideas at least twice a month.

Monitoring and Reporting

28. We are committed to transparently communicating our environmental efforts and progress to our stakeholders.
29. We value feedback from our employees, clients, suppliers, and other stakeholders on our environmental practices and performance. Pearson Ham Group provides channels for stakeholders to share their insights, suggestions, and concerns regarding our environmental initiatives.

Policy Review

30. Pearson Ham Group conducts regular reviews of our environmental policy to ensure its effectiveness and relevance. These reviews are conducted at least annually, with additional assessments triggered by significant changes in our operations, regulations, or industry standards.
31. During these reviews, we evaluate the implementation of our environmental initiatives, assess our progress towards environmental goals, and identify opportunities for enhancement.

Commitment Statement

32. In conclusion, Pearson Ham Group reaffirms our unwavering commitment to environmental sustainability and aims to continually grow its positive actions and employee awareness. We recognise the importance of minimising our environmental impact and are dedicated to integrating sustainable practices into every aspect of our operations. Through compliance with environmental regulations, continuous improvement initiatives, transparent reporting, and stakeholder engagement, we strive to be responsible stewards of the environment and contribute to a greener and more sustainable future for all.