

# Environmental Sustainability Policy

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# Scope

This policy applies to Apprentify Group Limited and all its subsidiaries (the Organisation).

## Introduction

At Apprentify Group Limited, we are committed to promoting environmental sustainability in all aspects of our operations. Our goal is to minimise our environmental impact while supporting the wellbeing of our employees and the communities we serve.

This document sets out practical steps we take to achieve this goal as well as our plan to reduce our impact further.

## Paper Reduction

We utilise Adobe Sign and other e-signature solutions to reduce paper usage and promote electronic paperwork. This initiative helps us minimise waste and conserve natural resources.

## Remote and Hybrid Working

Our remote and hybrid working policies contribute to reduced emissions by decreasing the need for daily commuting. This approach not only supports environmental sustainability but also enhances work-life balance for our employees.

## Charitable Initiatives

We are dedicated to giving back to the community through various charitable initiatives. Our annual Christmas fundraiser supports local charities, and we provide charity days for all employees to volunteer and make a positive impact.

## Encouraging Sustainable Commuting

We provide shower facilities to encourage employees to cycle or run to work, promoting a healthier lifestyle and reducing our carbon footprint.

## Tree Planting Initiative

For every apprentice who completes one of our apprenticeship programmes, we plant a tree. This initiative not only supports reforestation efforts but also symbolises our commitment to environmental sustainability.

## Carbon Reporting

Each year, we measure the Organisation's carbon footprint and report this to Directors. We do this to measure our progress and hold ourselves accountable.

We acknowledge that as our organisation grows, so does our headcount and therefore our environmental impact is likely to grow too. Our primary aim is to reduce our carbon emissions per employee.

## Our Sustainability Plan

Below are the steps we are committed to taking to reduce our environmental impact further.

What	When	Impact
Ensure at least 70% of all office waste is recycled.	January 2026	Reducing waste going to landfill.
Ensure all our IT equipment is either repurposed or disposed of responsibly.	August 2026	Reducing waste going to landfill. Reducing need for carbon-generating new equipment.
Introduce a Company Car Scheme allowing employees to get an Electric Vehicle.	August 2026	Reducing vehicle carbon emissions from company and individual's travel. Improving air quality.

## Review

This policy will be reviewed annually.