



Environmental & Sustainability Policy (ESP)

2024

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01 Purpose

Our purpose is to transform lives through the world of work, creating opportunities that uplift individuals, strengthen communities, and support a healthier planet. We are committed to doing business responsibly and sustainably, knowing that our success is closely tied to the well-being of the people, communities, and environments we impact. This Environmental and Sustainability Policy (ESP) reflects our dedication to high standards of integrity, professionalism, and environmental stewardship in every aspect of our work.

We strive to reduce our environmental footprint, enhance resource efficiency, and integrate sustainable practices across our global operations. Through respectful, inclusive relationships with employees, clients, contractors, suppliers, and communities, we build partnerships based on shared values and a collective commitment to positive change.

02 Scope

This ESP applies to all aspects of our business, covering our internal workforce, contractors, and temporary workers across all global locations. It also extends to our relationships with suppliers, partners and other stakeholders. Through this policy, we commit to conducting business responsibly, ethically, and sustainably, with a focus on minimising our environmental footprint and maximising our positive impact on society.

We are dedicated to treating all employees and stakeholders with fairness and respect, upholding transparency in employment practices, and maintaining ethical business standards in all areas of health, safety and the environment.

We ensure compliance with all applicable laws and regulations, and we expect our suppliers and partners to uphold similar standards, including clear environmental commitments and adherence to anti-slavery and human trafficking laws.

To support our mission, we encourage all employees and stakeholders to adopt responsible practices that align with our values. Through community engagement and support of local initiatives, we strive to make a positive, lasting impact in the communities where we operate, reinforcing our role as an active contributor to a sustainable future.

LIFE EXCELLENCE
INTEGRITY GROWTH

03 Statement

We recognise that our business activities have an impact on the environment, society, and the global workforce. As a leading workforce solutions company, we are committed to sustainable growth that aligns with our mission to transform lives through the world of work. To make a meaningful contribution, we have chosen to focus our efforts on three key United Nations Sustainable Development Goals:



Goal 5: Gender Equality. Achieve gender equality and empower all women and girls



Goal 8: Decent work and economic growth. Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all.



Goal 13: Climate action. Take urgent action to combat climate change and its impacts

Gender Equality (Goal 5): We believe in creating a world where equal opportunities are available to everyone, regardless of gender. As part of our commitment, we are focused on reducing biases in recruitment, promoting gender balance across industries, and supporting policies that ensure equal pay and work-life balance. We actively partner with clients to foster inclusive workplaces and champion initiatives that empower women in all aspects of work.

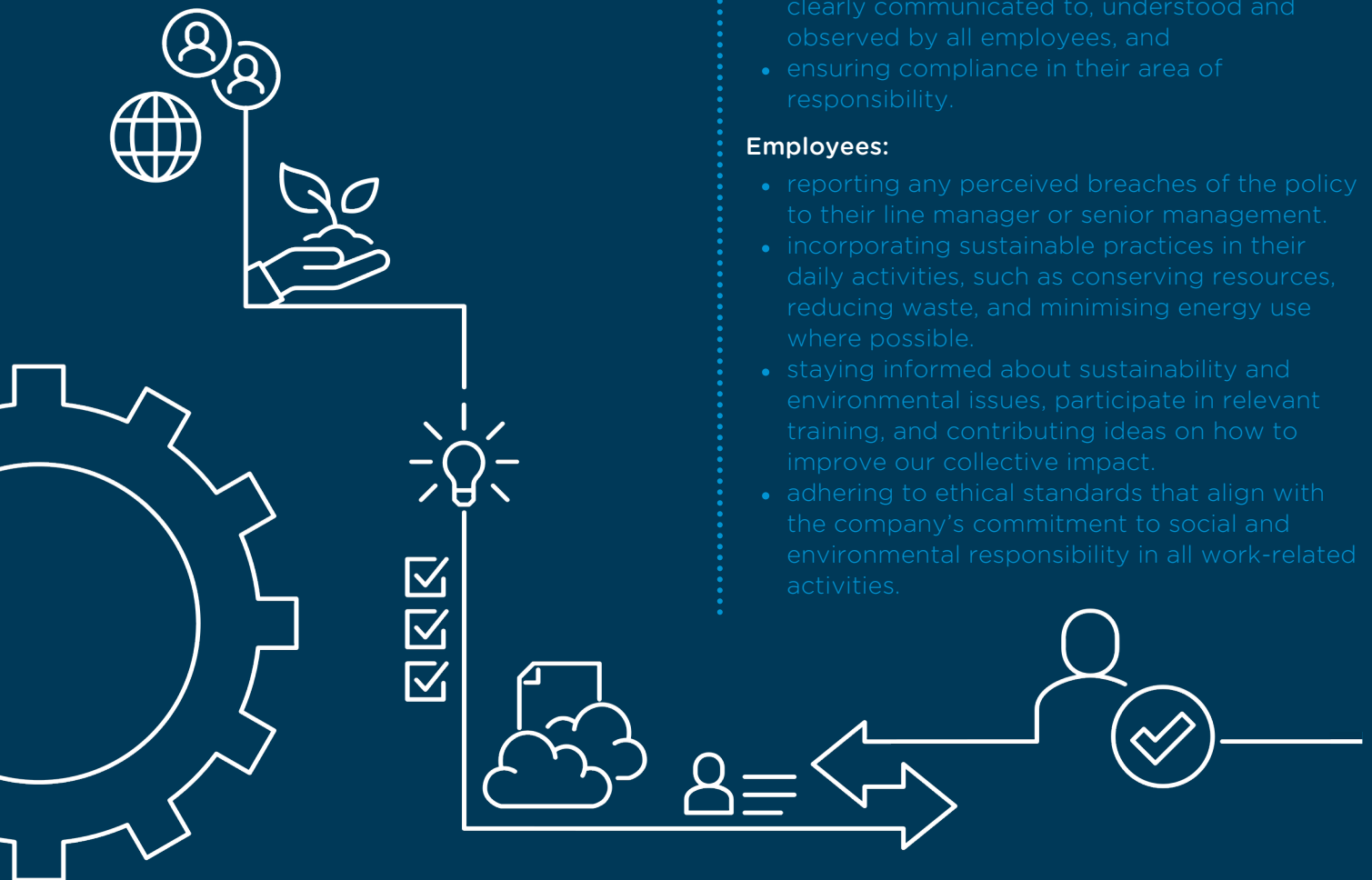
Decent Work and Economic Growth (Goal 8): At the core of our business is the mission to connect people with meaningful employment. We are committed to promoting fair labour practices, ensuring safe and supportive workplaces, and supporting economic growth through our recruitment efforts. By helping clients build diverse, skilled teams, we contribute to the resilience and productivity of businesses around the world, advancing economic opportunity for all.

Climate Action (Goal 13): We are dedicated to reducing our environmental footprint and supporting the transition to a low-carbon economy. This includes minimising resource consumption in our offices, promoting sustainable practices in our operations, and sourcing renewable energy where possible. We aim to encourage carbon-conscious practices across our global network, including offering hybrid work options where appropriate and reducing business travel when feasible.

04 Provisions

The purpose of our sustainability efforts is to foster genuine, values-driven engagement across the organisation, without any inferred or explicit pressure on individuals to contribute. Participation in our environmental and social programmes should stem from personal commitment rather than an obligation to achieve corporate recognition.

While we do not seek external accolades for these efforts, we welcome recognition that arises naturally from meaningful impact. Our focus remains on creating a positive difference in the communities and environments we interact with, regardless of public acknowledgment.



05 Responsibilities

Chief Executive Officer:

- owning and leading on all elements of the policy.

The Operations Board:

- ensuring that the policy and associated processes are followed; and
- for ensuring compliance will be monitored regularly.

Chief HR Officer:

- issuing guidelines to employees and maintaining and updating the policy as required.

The ESG Committee:

- supporting managers on communication and implementation of the policy; and tracking and reporting on any relevant metrics.

Managers:

- ensuring principles set out in this policy are clearly communicated to, understood and observed by all employees, and
- ensuring compliance in their area of responsibility.

Employees:

- reporting any perceived breaches of the policy to their line manager or senior management.
- incorporating sustainable practices in their daily activities, such as conserving resources, reducing waste, and minimising energy use where possible.
- staying informed about sustainability and environmental issues, participate in relevant training, and contributing ideas on how to improve our collective impact.
- adhering to ethical standards that align with the company's commitment to social and environmental responsibility in all work-related activities.

06 Our Commitment to Gender Equality

SDG 5

Airswift is committed to promoting gender equality across all levels of our organisation. We strive to create an inclusive workplace where all individuals are respected and empowered, regardless of gender.

Goals



Achieve a balanced gender representation at all levels of the organisation, with a focus on increasing female representation in leadership roles.



Foster an inclusive workplace culture where gender equality is an integral part of our organisational values and practices.



Key Actions



We provide equal opportunities for all employees, ensuring that recruitment, pay, promotion, and training processes are unbiased and based solely on merit.



Through unconscious bias training and inclusive hiring practices, we work to eliminate barriers that prevent women and underrepresented groups from advancing within the company.



We actively work to increase gender diversity in leadership positions by implementing mentorship and leadership development programmes that support the career growth of women and underrepresented groups.



Beyond our workforce, we support local and global initiatives that promote gender equality, such as partnerships with organisations focused on women's empowerment and well-being.

07 Our Commitment to Decent Work & Economic Growth

SDG 8

We are dedicated to promoting decent work and economic growth by ensuring fair employment practices, supporting skill development, and fostering safe and productive work environments.

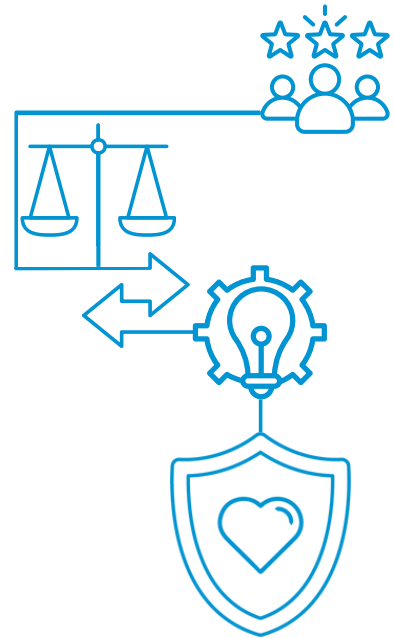
Goals



Maintain a high standard of employee satisfaction and retention through ongoing engagement and development programmes.



Ensure compliance with labour laws and uphold human rights in all regions where we operate.



Key Actions



We commit to fair recruitment, transparent performance management, and equal opportunity in career advancement. This includes a zero-tolerance policy for forced labour or human trafficking within our operations and supply chain.



We prioritise the health, safety, and security of all employees, contractors and visitors. Our workplaces adhere to global safety standards, and we invest in training and safety awareness.



We invest in skill-building programmes, leadership development, and career growth initiatives. Our initiatives like GLT, EDGE, MyPath, Emerging Leaders, and InteGREAT support employees at every career stage.



By supporting local communities through job creation and partnering with local suppliers, we contribute to economic growth, particularly in emerging markets where we operate.



In alignment with our commitment to sustainable economic growth, we support various charitable causes and community initiatives around the world. These efforts include educational programmes, volunteer days, and fundraising campaigns that empower local communities and contribute to meaningful social change. Full details are in our Charity & Community Impact Report.

08 Our Commitment to Climate Action

SDG 13

We recognise the urgent need to address climate change and are committed to understanding and reducing our environmental impact. In 2024, our focus is to gather data across our global operations to establish a clear baseline for carbon emissions, energy use, and resource consumption. This data will enable us to set meaningful and achievable climate action goals in future years.

Goals



Our immediate aim in 2024 is to gather detailed environmental data that will inform the development of specific reduction targets in future years. Once we establish our baseline, we will:

- **Set measurable reduction targets across all global locations.**
- **Develop a carbon offset strategy and explore renewable energy options to meaningfully reduce our carbon footprint over time.**

This initial phase of data gathering and analysis will lay a strong foundation for our long-term climate action strategy, ensuring our future goals are both impactful and achievable.

Key Actions



In 2024, we will conduct a thorough assessment of our environmental impact, including energy consumption, carbon emissions, and resource use across all global locations. This foundational data will help us identify key areas for improvement and set informed, realistic goals.



As we collect data, we are building on our existing carbon offset initiatives for staff business travel and office operations. In addition, we are exploring further ways to reduce our carbon footprint, including evaluating additional energy efficiency measures and expanding the use of renewable energy sources in our offices.



In parallel with data collection, we are implementing sustainable practices, such as reducing paper usage, promoting responsible energy consumption, and improving waste management. These initiatives lay the groundwork for our future net-zero targets.



We continue to engage with clients and partners to promote sustainable practices across our supply chain. Our goal is to ensure that our suppliers are aligned with our environmental standards.



We encourage employees to participate in environmentally friendly practices, at work and at home. Programmes like World Environment Week and our environmental awareness initiatives foster a culture of sustainability.

airswift

TRUSTED WORLDWIDE



www.airswift.com

Environmental & Sustainability Policy

Date: 8th November 2024

Version: 02

Owner: CHRO