

ENVIRONMENTAL POLICY

Document Control

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Approved by: Board of Directors
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1. Policy Statement

SO-CREATIVE GROUP LTD is committed to conducting its business in an environmentally responsible and sustainable manner.

We recognise that our activities, including the operation of offices, use of technology and data infrastructure, business travel, procurement, project delivery and management of waste, may affect the environment.

We are committed to reducing adverse environmental impacts, using resources efficiently and continually improving our environmental performance, so far as reasonably practicable.

2. Purpose

The purpose of this policy is to:

- establish the environmental principles that apply to our business;
- promote the responsible use of energy, materials and natural resources;
- reduce waste, emissions and unnecessary consumption;
- ensure compliance with applicable environmental legislation and regulatory requirements;
- encourage employees, contractors and suppliers to adopt environmentally responsible practices;
- and
- support continual improvement in our environmental performance.

3. Scope

This policy applies to:

- SO-CREATIVE GROUP LTD;
- all directors, employees, workers and contractors acting on our behalf;
- all offices and other workplaces under our operational control;
- business travel, procurement and project delivery activities; and
- suppliers and subcontractors, where relevant and proportionate.

Everyone working for or on behalf of the Company is expected to support this policy.

4. Legal and Regulatory Compliance

The Company will comply with all environmental laws, regulations, permits, codes of practice and contractual obligations applicable to its activities.

This includes, where applicable, requirements relating to:

- the storage, handling, transfer and disposal of business waste;
- the waste hierarchy;
- waste transfer documentation;
- the use of appropriately registered or authorised waste carriers;
- hazardous and electrical waste;
- pollution prevention;
- energy and resource efficiency; and
- the responsible handling of equipment and materials.

Where legal requirements differ between the countries or regions in which we operate, the relevant local requirements will be followed.

5. Environmental Commitments

SO-CREATIVE GROUP LTD will seek to:

5.1 Energy and Carbon

- reduce unnecessary energy consumption within offices and other workplaces;
- switch off lighting, heating, cooling and equipment when they are not required;
- use energy-efficient equipment and settings where reasonably practicable;
- consider energy efficiency when purchasing or replacing equipment;
- use virtual meetings where appropriate to avoid unnecessary travel; and
- consider environmental impact when selecting hosting, technology and other service providers.

5.2 Travel

- avoid unnecessary business travel;
- use video conferencing and remote collaboration where effective;
- encourage public transport, shared transport and lower-emission travel where practical;

- combine meetings and journeys where possible; and
- consider both operational requirements and environmental impact when making travel decisions.

5.3 Waste and Recycling

The Company will apply the waste hierarchy by seeking to prevent waste before considering reuse, recycling, recovery or disposal.

We will:

- reduce unnecessary printing and paper consumption;
- reuse equipment and materials where safe and practical;
- separate recyclable materials where appropriate facilities are available;
- store business waste safely and securely;
- use appropriately authorised waste carriers;
- retain appropriate waste transfer records where required;
- ensure confidential waste is disposed of securely and responsibly; and
- dispose of electrical and electronic equipment through appropriate channels.

5.4 Paper and Office Supplies

- Digital documents and electronic communications will be used wherever appropriate.
- Printing should be limited to situations where it is necessary.
- Double-sided and economical printing settings should be used where possible.
- Recycled, recyclable or sustainably sourced products will be preferred where they are suitable and commercially reasonable.
- Single-use items and unnecessary packaging should be avoided where practical.

5.5 Technology and Equipment

The Company will seek to:

- extend the useful life of computers, mobile devices and other equipment;
- repair, upgrade, reuse or redistribute equipment where appropriate;
- purchase equipment based on business need rather than unnecessary replacement cycles;
- use responsible recycling or disposal arrangements for obsolete equipment; and
- ensure data is securely removed from equipment before it is reused or disposed of.

5.6 Procurement and Suppliers

Environmental considerations will be incorporated into procurement decisions where relevant and proportionate.

The Company may consider:

- a supplier's environmental policies and performance;
- energy and resource efficiency;
- durability and expected product life;
- packaging and transportation;

- repairability and recyclability;
- responsible disposal arrangements; and
- compliance with applicable environmental legislation.

Price, quality, security, operational requirements and environmental impact will be considered together when making procurement decisions.

5.7 Digital Services and Project Delivery

As a provider of digital, marketing, design and software services, the Company will seek to:

- design efficient digital products and systems where practicable;
- avoid unnecessary data storage, processing and duplication;
- use appropriate optimisation techniques for websites and digital assets;
- select suitable hosting and infrastructure based on performance, security, reliability and environmental considerations; and
- advise clients on environmentally preferable options where relevant to the project.

6. Pollution Prevention

The Company will take reasonable steps to prevent pollution and environmental harm arising from its activities.

Any spill, unauthorised disposal, suspected pollution incident or other material environmental concern must be reported promptly to a director or the relevant manager.

Where an incident occurs, the Company will take reasonable steps to contain the issue, prevent further harm, comply with reporting requirements and identify appropriate corrective action.

7. Responsibilities

The Board of Directors has overall responsibility for this policy and for ensuring that environmental considerations are integrated into appropriate business decisions.

Managers are responsible for:

- promoting this policy within their teams;
- identifying significant environmental risks within their areas;
- implementing reasonable controls; and
- escalating material environmental concerns.

Employees, workers and contractors are responsible for:

- following this policy and relevant environmental procedures;
- using energy, water, materials and equipment responsibly;
- disposing of waste correctly;
- avoiding unnecessary consumption; and
- reporting environmental incidents or opportunities for improvement.

8. Environmental Objectives and Monitoring

The Company will periodically review its environmental impacts and identify proportionate improvement measures.

These may include monitoring:

- energy consumption where data is reasonably available;
- paper and printing use;
- business travel;
- equipment replacement and recycling;
- waste and recycling arrangements; and
- relevant supplier practices.

Environmental objectives will be proportionate to the nature, size and impact of the business.

9. Training and Awareness

The Company will communicate this policy to relevant employees, workers and contractors.

Appropriate guidance or training will be provided where an individual's responsibilities could materially affect environmental performance or legal compliance.

10. Reporting Concerns

Anyone working for or on behalf of the Company should report suspected breaches of this policy to their manager or a director.

Reports will be considered seriously and addressed appropriately. No person will be subjected to retaliation for raising a genuine environmental concern in good faith.

11. Breaches of This Policy

A breach of this policy may result in corrective action and, where appropriate, disciplinary action or termination of a contractual relationship.

Serious or potentially unlawful environmental matters may be reported to the relevant authority.

12. Review and Continual Improvement

This policy will be reviewed at least annually and following any significant change to:

- the Company's activities or locations;
- applicable environmental legislation;
- identified environmental risks; or
- the Company's environmental objectives.

The Company is committed to continually improving its environmental management and performance.

Approval

This policy was approved by the Board of Directors of SO-CREATIVE GROUP LTD.

Signed:

A handwritten signature in black ink, enclosed within a hand-drawn oval. The signature appears to read 'A. Foley'.

Name: Andrew Foley

Position: Director

Date: 12.09.25