

## Environmental & Sustainability Policy

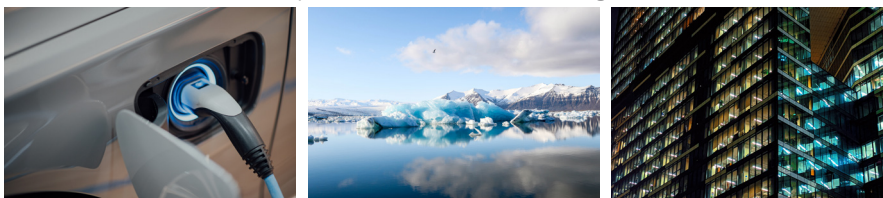
### Profile's Pledge

Profile Security's Board of Directors has made a pledge to help the environment. The Board's aim is to target and achieve the following targets for the good of our planet:

- Commit to be Carbon Neutral by 2035
- All electric vehicle fleet by 2030
- Using different worldwide tree planting initiatives to offset our carbon footprint from 2021
- Commence working with consultants to develop a wide-reaching innovative sustainability plan by 2022

### Progress to-date

- Fleet Progression - 15% of company vehicles changed 2021
- Carbon Zero - achieved 2021
- All office lighting changed to low energy LED bulbs - achieved 2022
- All middle management and senior management teams including directors to complete environmental training - achieved 2022



### Preserving the Environment and Promoting Sustainability

We believe that all businesses are responsible for achieving good environmental practice and operating in a sustainable manner. We are therefore committed to reducing the impact our business operations have on the environment and seek to continually improve our environmental performance as this is an integral and fundamental part of our business strategy. Where possible, we encourage our customers, suppliers and other business associates to do the same.

### Summary of Objectives

#### 1. Reduce

Reducing energy use through a wide range of initiatives including: turning off lights and computers when they are not in use; only filling kettles to the required amount when making drinks; using energy-saving bulbs where appropriate.

Reducing waste where possible by considering what we buy and how we use it. Non-essential documents and emails will not be printed. We will annually review all internal documents and external publications. Those which are no longer required will be cancelled in order to reduce waste and save money. Where possible we will ensure all our printing and photocopying is done on double-sided paper.

*Profile Security sets itself the highest standards. As a mark of excellence, it also meets national and international benchmarks:*

- Profile's Quality Management Systems (QMS) are ISO 9001:2015 certified.
- Our Environmental Management Systems (EMS) conform to ISO 14001:2015.
- Our data and information management security systems meet ISO 27001:2013 standards.
- Our supply chain security management systems conform to ISO 28000:2007.
- Since 1993, Profile has been certificated to BS7499, the Code of Practice for Security Guarding Companies, and more recently BS10800, through the National Security Inspectorate (NSI).
- We comply with BS 7858 for Screening & Vetting, and with BS 7984 for Key Holding & Alarm Response.

*Profile is a member of the Security Industry Authority, the organisation responsible for regulating private security contractors. Profile Security Services Limited currently holds SIA Approved Contractor Scheme (ACS) status for the provision of Door Supervision, Security Guarding, Key Holding and Public Space CCTV. Accreditation means we've been assessed for quality and best practice, and that we are committed to customer service and the compulsory licensing of our staff.*

## 2. Re-use

Re-use wherever possible by trying to find a second life for items, especially paper and office stationery. Scrap paper will be used for taking messages and for writing notes or draft copies of documents. We are committed to the re-use of envelopes and packaging where possible. Where possible we will also re-use personnel uniforms.

## 3. Recycle

Recycling is promoted across the business and all personnel are asked to consider what they are throwing away as it could contain elements which can be recycled for future use. We look at all aspects of our contracts and client requirements and offer a bespoke service for waste recycling that includes: cardboard, waste food, paper, plastic, wood etc. We arrange for recycling companies to collect from our sites and ensure, as far as possible, that the waste is contained and managed correctly.

## 4. Fair Trade

Profile will seek to purchase fair-trade and environmentally sound goods. Refreshments for meetings, training and events should, wherever possible, be purchased from local suppliers to reduce food miles (preferably within the social economy). Any wood products purchased should carry the Forestry Stewardship Council logo.

## Waste

### Types of Waste

There are many types of waste. Profile has identified the following which are applicable to the business:

### General Waste

Food packaging, soft drinks containers and small boxes used for stationery products are classed as general waste. Some of this waste can be recycled e.g. aluminium cans, cardboard, plastic and paper.

### Confidential Waste

Particular care must be taken in the disposal of all confidential waste. Small amounts should be shredded and the shredded paper placed in the 'office waste paper' recycling bins.

### Hazardous Waste

Any hazardous waste must be disposed of in accordance with the company's procedures for hazardous materials. Items classed as hazardous include cleaning agents, batteries and electrical waste.

## Environmental & Sustainability Practices

As an organisation, Profile Security Group can make a difference to the environment by conserving energy and reducing the amount of waste created for landfill disposal. It is important for everyone to understand how we can be energy-conscious and how we can conserve energy and reduce waste.

All Profile employees should make every effort to follow the practices detailed below at all times:

- Do not to print out emails or documents unless it is necessary to do so
- Proofread on your PC
- Make good of use of paper – duplex print all essential documents, use scrap paper for notes

- Use electronic methods of communication and electronic storage of records rather than paper
- Produce rough copies on re-used paper
- All confidential waste should be shredded
- Use double-sided photocopying where possible
- Reclaim or repair items where possible
- Use re-usable containers
- Try to fix electrical machines as long as it is cost effective. The equipment should be assessed, by a competent person, for reparability before being written off.
- Take care of your uniform. Where practicable we will recycle all uniforms and re-issue.
- Recycle printer cartridges and toners
- Ensure safe disposal of batteries and computers
- Hazardous waste materials must be disposed of only in approved containers
- All old computers are to be cleansed and donated to charitable organisations who will dispose of them legally if they cannot be used elsewhere
- Waste should be disposed of regularly in suitable receptacles
- Sharp objects should be wrapped and segregated before disposal
- Do not mix non compatible waste in the same bin
- Turn off lights when not needed
- Turn off your PC at the end of your shift
- Turn off printers and photocopiers when not in use
- To minimise loss of heat during cold periods, ensure all windows and doors are closed
- Maximise solar gain by leaving the blinds open where possible
- In winter, set office thermostats between 65°F and 68°F (18°C and 20°C) during the day/business hours, and 60°F to 65°F (15°C to 18°C) during unoccupied times
- In summer, set air-conditioning between 78°F and 80°F (25°C and 27°C) during the day/business hours and above 80°F (27°C) during unoccupied hours
- Use energy saving, maximum efficiency bulbs
- Walk, cycle and/or use public transport to attend meetings, site visits etc., apart from in exceptional circumstances where the alternatives are impractical and/or cost prohibitive
- Avoid physically travelling to meetings etc. where alternatives are available and practical, such as using teleconferencing, and efficient timing of meetings to avoid multiple trips
- Purchase electricity from a supplier committed to renewable energy. Seek to maximise the proportion from renewable energy sources, whilst also supporting investment in new renewable energy schemes.
- Ensure that timber furniture and any other timber products are recycled or from well-managed, sustainable sources and are Forest Stewardship Council (FSC) certified
- Purchase fair-trade and/or organic beverages
- Only fill kettles to the required amount when making drinks

## Technological Reporting

In an industry that uses a huge amount of paper for reporting, log books, compliance, patrol logs, visitor books etc. Profile Security has invested heavily in designing and building its own customer portal and LIVE Incident Management Software resulting in a drop of paper usage.

To aid and achieve our goal of paperless working we promote the following:

- Development of an online application process
- All files will be kept on our servers not in filing cabinets
- Electronic invoicing systems will be used
- Introduction of a client and staff survey process
- Electronic rosters for staff
- Electronic log books for customers
- Electronic staff welfare reporting, uniform ordering, holiday requests, etc.
- The use of Zoom, FaceTime, and Microsoft Teams for meetings
- Promoting the company's goal of zero paper use by 2025 to all employees

## Vehicles

Profile Security realises that our vehicle fleet contributes directly to our carbon footprint. Trips differ by mode, purpose, productivity and other variables, resulting in a huge range of emissions. To account for this we use telematics in all of our vehicles and ask that our subcontractors / third parties do the same.

Profile operates a fleet of vehicles and actively seeks to identify and implement suitable initiatives which will help reduce our carbon footprint. Our commitments are to:

- Fit telematics to all vehicles and check daily for idle times, efficient route planning, speed and efficient fuel consumption
- Inspect and maintain vehicles on a regular basis
- Service all vehicles regularly
- Encourage staff to purchase electric or hybrid vehicles
- Train all drivers in best environmental practice
- Plan vehicle routes to minimise mileage and vehicle usage
- Encourage employees to use public transport, cycle or walk to work where it is safe to do so
- Have a full electric fleet by 2030

## Training

Profile Security trains all of its middle management and senior management teams including directors in environmental training. This also applies to all new managers joining the Profile team. Looking after the future of our world is very important to the company and its directors.

## Board Member Approval

This statement has been approved by the organisation's board of directors, who will review and update annually.



**Steven Moore**  
**Managing Director - Security UK**

January 2024

## Distribution List

A copy of the Environmental & Sustainability Policy is made available to all Profile employees and distributed, upon request, to suppliers, clients and potential clients.

## Version Control

NUMBER	COMMENTS	REVIEW DATE
v1.0	Original version (Draft)	04/02/2008
v1.1	Signed off	03/03/2008
v2.0	Update and Review	05/02/2009
v3.0	Update and Review	29/01/2010
v4.0	All policy review (to bring in line with Annual Company Policy Review)	02/07/2010
v5.0	Addition of SSHE Committee Members	1/11/2010
v6.0	Update policy statement	27/07/2011
v7.0	Update policy statement	25/10/2011
v8.0	Policy Review	09/07/2012
v9.0	Policy Review	01/07/2013
v10.0	Policy Review	02/07/2014
v11.0	Policy Review	13/07/2015
v12.0	Policy Review	04/07/2016
v13.0	Policy Review	12/07/2017
v14.0	Policy Review	10/07/2018
v15.0	Additional Group Company added FRM Ltd	09/11/2018
v16.0	Policy Review	19/07/2019
v16.1	Revised Layout & updates	25/07/2019
v16.2	Policy Review	02/01/2020
v17.0	Policy Review & Pro Doc Number Added	07/07/2020
v17.1	Design and layout changes	31/05/2021
v17.2	Policy Review & changes to cover page	16/08/2021
v18.0	Progress update	08/08/2022
v18.1	Policy Review	27/10/2023
v18.2	Policy Review	27/10/2023
v18.3	New signatory	17/01/2024