

ENVIRONMENT & SUSTAINABILITY POLICY

BIC Corporate Policy 003 - Issue Date: 25.05.2022

Purpose

The purpose of this policy is to outline B.I.C. Services Pty. Limited (BIC) commitment to environmental, social and governance (ESG) practices across all our operations and through our service provision - in line with our purpose to deliver smart solutions for healthy communities.

Scope

This policy informs the practices of all BIC employees and activities in all geographies. It encompasses our full range of cleaning solutions including maintenance, hygiene and waste management services for commercial, industrial, education, aged-care, health and public places across Australia.

We also expect our business partners and suppliers to support our commitments outlined in this policy.

Our Commitments

We believe in a healthy and prosperous future for all and to achieve this we must continue to meet our responsibilities to our people, our planet, and our broader stakeholders.

Our commitment is aligned to meeting all relevant legislative and other requirements and going above and beyond to identify opportunities to make a positive environmental and social impact.

As a signatory to the United Nations Global Compact (UNGC) and in our support of the Sustainable Development Goals, we are committed to implementing [the Ten Principles of the UNGC](#) in the areas of human rights, labour, environment and anti-corruption.

The Ten Principles of the United Nations Global Compact are derived from: the Universal Declaration of Human Rights, the International Labour Organization's Declaration on Fundamental Principles and Rights at Work, the Rio Declaration on Environment and Development, and the United Nations Convention Against Corruption.

BIC has also made a commitment to the Science Based Targets Initiative to align our business with the aim of the Paris Agreement, to limit global temperature rise to 1.5°C above preindustrial levels and to establish science-based emissions reduction targets across all relevant scopes. To support this ambition, it is vital we engage our employees and other key stakeholders in delivering on this ambition.

As a core element of our services to clients is waste management, we also have a fiduciary duty to continuously improve waste management practices that minimise waste to landfill and engage our upstream and downstream value chain in circular economy solutions.

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Implementation Processes

Implementation is guided by our Integrated Management System, with a materiality and risk management framework to identify, classify, assess, and mitigate risks across business governance, health and safety, and environmental criteria. We record and communicate risks using a Risk Register that is monitored by the Management Team and reviewed at least annually, and more frequently if there are changes in legislation, workplace, activities, or if an incident occurs.

We are audited and certified to Quality ISO 9001:2015, Environment ISO 14001:2015, Safety ISO 45001:2018 and Consumer Satisfaction ISO 10002:2014.

In fulfilling this policy BIC will:

- Be proactive in discussing environmental, social and governance initiatives with our investors, employees, contractors, suppliers, and clients.
- Comply with applicable laws and regulations.
- Strive for industry best practice and apply responsible standards where laws and regulations do not exist.
- Review and update our ESG objectives and targets by undertaking regular materiality assessments and risk reviews; and considering developments in technology, legislation, industry practices and changing stakeholder expectations.
- Assess potential environmental and social impacts before conducting new activities.
- Monitor the actual and potential impacts of our activities on people, the environment and biodiversity, and take actions to prevent and address these impacts as necessary. This includes consideration of actual and potential impacts from greenhouse gas emissions, energy and water use, hazardous materials, chemicals and waste management and environmental pollution.
- Develop and maintain contingency procedures to minimise impact should an incident occur.
- Encourage concern and respect for people and the environment and use reasonable endeavours to ensure that training is provided for all employees, contractors, and suppliers on their ESG responsibilities.
- Endeavour to continually improve our practices, identify innovative solutions and inspire others to do the same.
- Maintain effective disclosure on our ESG performance through regulatory and voluntary reporting.

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Roles & Responsibilities

BIC Board	<ul style="list-style-type: none">• Approve policies.• Review reporting from management on potential material direct and indirect ESG impacts, risks and opportunities for our business.
Executive Leadership Group	<p>In addition to the responsibilities as an employee:</p> <ul style="list-style-type: none">• Provide our stakeholders with appropriate mechanisms to raise grievances in relation to any adverse ESG impacts.• Establish, implement, and review the effectiveness of the company's Integrated Management System.• Provide our employees with appropriate training, knowledge, resources, and tools to manage obligations outlined in this policy.
GM – Sustainability	<p>In addition to the responsibilities as an employee:</p> <ul style="list-style-type: none">• Review the policy annually or more frequently if there are changes in legislation or regulatory requirements, industry changes or significant changes to our operations or services provided.• Facilitate stakeholder discussions on potential material direct and indirect ESG impacts and risks and opportunities in our business and operations.• Facilitate the provision of employee training and supplier engagement in our obligations and commitments.• Maintain effective disclosure on our ESG performance.
Managers	<p>In addition to the responsibilities as an employee:</p> <ul style="list-style-type: none">• Demonstrate that our obligations, commitments, and implementation processes are understood and being met by employees and contractors.
Employees	<ul style="list-style-type: none">• Understand and comply with our policies.

Related policies

This policy is to be read in conjunction with related policies and plans including:

- Disability Action Plan
- Diversity and Inclusion Policy
- Employee Code of Conduct
- Equal Opportunity and Diversity Policy
- Ethical Business Policy
- Green Cleaning Policy and Plan
- Human Rights Policy
- Modern Slavery Statement and Framework
- Quality Policy
- Safety Policy
- Sustainable Procurement Policy
- Reconciliation Action Plan

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These policies are available on our website - [ABOUT US - BIC Services \(bic-services.com.au\)](https://bic-services.com.au)



Tony Gorgovski

Chief Executive Officer – 25.05.2022