Process Instructions
PI-OM-300.06-P
Environmental Policy



# **Environmental Policy**

Philotech sees sustainable and economic activity as a central task of responsible company management.

So Philotech is always anxious to keep any negative impact on the environment from its operational activities as small as possible.

Philotech obliges its employees to perform their share in fulfilling this company objective and observe the following guidelines for environmentally responsible and ecologically aware conduct:

## Main topics of the environmental policy:

- Efficient handling of energy, raw materials and water
- Reusability, recycling and disposal, decarbonization
- Environmentally friendly procurement
- Continuous Improvement and preventive measures
- Compliance with legal and other obligations

The main objective is the promotion and continuous improvement of operational environmental protection and the prevention of environmental pollution in accordance with economic, social and political requirements.

#### Efficient handling of energy, raw materials and water

• Energy, raw materials and water are to be used as economically and efficiently as possible. Philotech opts for electricity providers that offer "green electricity". Within our possibilities as an engineering service provider (support of the customer in development projects e.g. software development – no manufacturing industry) Philotech focuses on the use of organically mined and transported raw materials. We avoid use of any raw materials that cause ecological damage (e.g. damage to rainforest, water and air quality).

### Reusability, recycling and disposal, decarbonization

• Even more consistent care should be taken with the disposal, avoidance and separation of waste. The first measure to avoid waste is avoidance of waste. Waste is a valuable material

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and is properly labelled and collected separately so that it can be recycled. Hazardous waste must always be collected separately from non-hazardous waste.

- When using chemicals, care must be taken to ensure environmental combability.
   Chemicals must be disposed of in accordance with legal regulations (e.g. disposal of waste toner, electronic components by specialised companies etc.).
- In order to avoid unnecessary CO<sub>2</sub> emissions, preference should be given to modern communication media and technologies. To reduce CO<sub>2</sub> emissions, the use of electric vehicles has priority over vehicles with combustion engines.

# **Environmentally friendly procurement**

- When procuring equipment and supplies, attention is paid to environmentally friendly procurement. This includes, in particular, procurement that does not compromise animal welfare, negatively impact land use and quality, or strengthen the deforestation of rainforests.
- Attention must be paid to avoiding noise emissions both during procurement and during the life cycle of the things used.
- In the context of procurement, attention must be paid to environmentally friendly procurement within the supply chain.

### Continuous Improvement and preventive measures

- Energy saving measures must be used during application of IT infrastructure and all other electrical and electronical equipment. Room temperatures are to be reduced to a necessary minimum.
- Through our projects, we contribute to the introduction of new technologies to conserve natural resources, reduction of greenhouse gas emissions and thus improve our air quality. This concern should be a top priority for all employees.
- Care should be taken to cooperate with contract partners, suppliers and external companies in an environmentally responsible way.
- Philotech management assesses the risks and opportunities in dealing with environmental aspects on an annual basis. Appropriate measures are derived.
- Philotech encourages the environmental awareness of its employees and ensures that training and further education is offered in all areas that concern our environment.



# Compliance with legal and other obligations

Care should be taken to observe and strictly comply with environmental laws and/or official requirements.

The Philotech environmental policy is an equal and consistent part of the entire company policy and strategy. Philotech deploys this formulated environmental policy as a way of contributing to the improvement of its environmental performance in the company.

Taufkirchen, 26.04.2023

Philotech GmbH

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Change Directory:

Version	Date	Description of the Change	Author
1.0	26/01/2017	Initial version	S.Pöll
2.0	26/04/2019	Change Policy	A. Borde
3.0	10/05/2019	Change Policy regarding Raw Materials Policy	A. Borde
4.0	26/04/2023	Focus of the policy updated.	A. Borde

