



FourNet[®]

Environmental Social Governance (ESG) Policy

V1.1

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Date	Version	Brief Description	Author
31.05.22	0.1	Initial Draft	Shelley Kemp
31.05.22	1.0	Review and acceptance	Shelley Kemp
31.05.23	1.1	Annual Review	Sarah-Jane Heber-Hall

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Authorisation

Document Prepared by: Sarah Keedy,
ESG Champion and Chief Marketing Officer



Verified and Authorised by:
Richard Pennington, Chief Executive Officer (CEO)

1. Purpose

FourNet is committed to maximising our positive environmental and social impacts and championing transparency in all our business operations. This Policy outlines our key commitments to achieve this.

FourNet believe that positively contributing to the environment, our communities and operating to the highest standards of corporate governance will ensure our long-term resilience and success and enhance our reputation as a great place to work and a great company to do business with.

FourNet will oversee the delivery of our ESG Policy and monitor progress on a regular basis through our ESG Working Group and our policy will be reviewed annually.

2. ESG Drivers

- Protecting the Planet
- Giving back to our Communities
- Championing Transparency in all our Business Operations

3. Policy Commitments

3.1 Environment

FourNet is committed to the Government's Carbon Net-Zero target for 2050. We will put a carbon reduction plan in place which will look to avoid emissions wherever possible and reduce those emissions we cannot avoid. In the short term we offset our scope 1&2 emissions through a 'gold standard' offset programme and are carbon neutral.

This will benefit our customers as we become a carbon neutral supplier in their supply chain, reducing their scope 3 impacts. Our Environmental commitments include:

- To monitor, measure and reduce our impacts on the environment, and report this on an annual basis via our carbon footprint.
- To maintain our ISO14001 accreditation and continually enhance our environmental performance
- To provide our people with Environmental Awareness Training
- To be a carbon literate organisation

3.2 Social

Providing Social Value is becoming increasingly important in the delivery of contracts, especially in the public sector. At FourNet we look to deliver additional social value for all our customers through education, wellbeing, and community links. We aim to help our customers and stakeholders to meet their aspirations and support the Government's social value model for a more sustainable and equitable economy. Our Social commitments include:

- To fundraise for our chosen charities on an annual basis
- To provide our people with two paid volunteering days each year and provide volunteering opportunities
- To continually support the health and wellbeing of our people
- To be a member of the Armed Forces Covenant helping to ensure that people who serve or have served in our armed forces are not treated unfairly
- Retain our Real Living Wage Employer Accreditation
- Ensure that our Charitable Donations increase by at least 5% per annum.

3.3 Governance

FourNet is committed to operating a professional quality led business, with our main focus being to provide an exceptional service to all interested parties, and especially our customers. For more information, please refer to our Policy on Corporate Code of Conduct. Our Governance commitments include:

- To meet all our legislative requirements
- To be open and transparent in all aspects of our business operations
- To champion a culture of honesty and integrity

4. Waiver or Amendments to this Policy

Any waiver of this policy must be given in writing. Waivers may be requested through the Senior Leadership Team. Waivers respecting financial officers, executive officers, and directors may be approved only by the board of directors and will be promptly disclosed. Amendments also will be promptly disclosed.

5. Reporting and Enforcement

If an employee suspects possible violation of the FourNet policies or laws, including those pertaining to government contracting, such employee has the responsibility to contact his or her Line Manager or Board of Directors, immediately. If the employee wishes to remain anonymous, he or she should do follow our Whistleblowing policy. Such reporting will be handled confidentially. Regardless of how any suspected breach is reported, there will be no form of reprisal for doing so. FourNet will investigate fully all matters related to alleged breaches and take appropriate action in accordance with the policies outlined in our Staff Handbook.

6. Communicating FourNet's Policies

Relevant training, bulletins, education materials, policies, procedures, and processes are provided on an ongoing basis to all employees to ensure they are fully aware of their responsibilities and are kept up-to-date of any new requirements. These are communicated in a number of ways, including, but not limited to:

- Induction sessions;
- PDR meetings;
- Company meetings;
- Atlas/Citation portal; and
- Regular company bulletins via Microsoft Teams.

7. Review and Ownership of This Policy

This policy will be reviewed and amended as required, and at least annually by the Head of Marketing and ESG, with any findings and updates shared with the Board of Directors.

This policy document is ISO controlled and as such, the source document will be stored in the secure area of the FourNet ISO SharePoint® and a PDF version in FourNet Open Access ISO Documents PDFs folder, sub-folder 002 Policies.