

Environmental Management Policy



Corporate 019PO

Version – 1.2

Issue - Released

Date - 12/08/2025

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Information Classification - Public Document

1.0 Introduction

- a. *Ultima*¹ shall meet its legal and regulatory obligations, pertaining to ethical business practices and the environment. We seek to proactively minimise the environmental impact of our business.
- b. Company policy and Environmental and Social Governance (ESG) controls enable Ultima to pursue economic growth in a way that maintains a strong sense of corporate responsibility and environmental management. Our approach also provides a direct benefit to our customers that outsource elements of their IT service requirements to us.

2.0 Our Commitment

- a. This Environmental Management Policy formalises our commitment to continual improvement, supporting the principles of sustainable development, in line with best practice and the 2015 Paris Agreement to limit global warming.
- b. Ultima recognises that an effective response to climate change will require a collaborative approach, informed by research initiatives aimed at enhancing understanding of the risks and opportunities of climate change on our business model and assessing the implications thereof.
- c. Ultima commits to the following principles and practices:
 - i. Monitoring and managing our environmental performance and working towards our objectives and targets set to reduce carbon emissions and conserve resources.
 - ii. To measure, monitor and report our carbon footprint and to continuously work to reduce our emissions to be net-zero aligned. A copy of our Carbon Reduction Plan is on our website.
 - iii. To ensure our commitment to ISO 14001 reporting obligations.
 - iv. Complying with all relevant international, national and local environmental policy, practices, regulations, legislation and industry-specific best practices.
 - v. Reducing the consumption of natural resources in daily operations, including water, paper, cardboard and energy.
 - vi. To encourage a continuous improvement in energy conservation by employees, especially in respect of air conditioning, heating use and business travel.
 - vii. To increase employee awareness, by way of training.
 - viii. Adhering to the waste hierarchy and maximising the recycling of resources; handling, storing and disposing of all waste safely and appropriately, and minimising waste sent to non-recyclable disposal sites.

¹ "Ultima" shall be defined as Ultima Business Solutions Ltd and Ultima Business Solutions South Africa (Pty) Ltd.

3.0 To Meet Our Commitment

- a. Ultima's Board has overall responsibility for the effective operation of this policy. They have delegated responsibility for overseeing its implementation to the Compliance Team.
- b. Ultima will monitor key objectives and track KPIs against our published targets.
- c. Ultima shall provide annual awareness training to all management and staff, on the topics of Environmental Social Governance.
- d. We are communicating this policy to all employees, contractors and other stakeholders, as well as making this policy available to the general public.
- e. We will review this policy annually and measure targets and performance as part of that review.
- f. Ultima will view any non-compliance to this policy and or any non-compliance with its obligations in terms of legislation in a serious light. Any action, deliberate or otherwise, by an employee to contravene the above policy could be subject to disciplinary action and/or termination of employment. All instances of non-compliance with this framework will be included within the regular risk reporting process.

Signature:

A handwritten signature in black ink, appearing to read 'Scott Dodds', is written over a large, faint, light-grey watermark of the Ultima logo. The logo watermark is a stylized 'U' shape with a horizontal bar across the middle.

Executive Approval: Scott Dodds, CEO Ultima

Date: 12/08/2025

4.0 Document Control

4.1 Authority

Signatory	Name	Role	Organisation
Author	Gigi Cloete	Environment & Sustainability Lead	Ultima
Owner	Chris Cotterell	Compliance Manager	Ultima
Approver	Jenny Hall	Head of Legal & Compliance	Ultima

4.2 Identity

Issue Type	Released
Date Issued	12/08/2025
Title	Environmental Management Policy - Corporate 019PO

4.3 Revision History

Version	Date	Status	Comment
1.00	16/05/2023	Released	Initial publication
1.1	20/08/2024	Released	Change of Author, to the E&S Lead. Addition of para (f), section 3 relating non-compliance to Ultima's disciplinary process. Re-organisation of commitments. Approver and responsibilities reviewed following personnel changes.
1.2	12/08/2025	Released	Removal of v1.1 paragraphs: i and xi, relating to commitments around promoting strategic energy management practices and supplier energy performance.



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