

Environmental Action Plan

At Whizdom we are dedicated to reducing our environmental impact and fostering sustainability in all aspects of our operations. By implementing this Environmental Action Plan, we aim to not only minimise our carbon footprint but also strengthen our reputation as a responsible and sustainable business partner.

Our objectives are clear, and our actions defined:

1. Reporting and Review

Whizdom has aligned with the initiative of key global clients and will complete the following sustainability requirements:

- Greenhouse gas (GHG) emissions accounting: establish baseline by disclosing complete, consistent and accurate scope 1, 2, 3, GHG emissions data from 2019.
- GHG emissions accounting – annually: Disclose complete, consistent, and accurate scope 1, 2, 3, GHG emissions to clients annually.
- Reduce GHG emissions: provide and achieve plans to reduce GHG emissions by a minimum of 55% by 2030

Whizdom's Green Committee conducts regular employee surveys designed to capture data on sustainability behaviors directly impacting the workplace, which provides visibility for areas of improvement. The results of the survey are reviewed by our executive team and drive our change internally.

The Whizdom executive team is dedicated to enhancing business performance by consistently assessing environmental objectives and annually reviewing the Environmental Action Plan.

2. Office Energy Efficiency and Green Environment

Whizdom is dedicated to fostering a green office environment. Our efforts in office energy conservation and promoting a green atmosphere include:

- Employees are required to power down laptops and other equipment when not in use.
- Ensuring an abundance of plants within the office environment, with a target of maintaining 3 plants per person to further improve air quality and create a greener ambiance.
- Utilising recycling bins in all offices to encourage proper waste disposal and promote recycling practices among employees
- Partnering with Office Works for recycling of printer cartridges, laptops, and mobile devices.
- Supporting ['Lids 4 Kids'](#) initiative, which recycles bottle and milk lids too small for conventional recycling plants into environmentally friendly products such as park benches, skateboards, and surfboards.
- Facilitating the collection and recycling of batteries through ['Lids 4 Kids'](#) program, contributing to the reduction of hazardous waste and environmental pollution.

Canberra head office, installation and fit out by Whizdom:

- Fitted with low power and low emission LED lighting
- Electrical appliances have energy star rating, and passed energy efficiency standards, and have been tagged and tested by independent electrician.
- Airconditioning unit is on a timer, only running during business hours

- All offices have light sensors which switch off when office is not in use

Sydney and Brisbane offices, located in shared space WeWork:

- Since 2018 WeWork Australia has matched 100 percent of its energy use with energy from renewable sources.
- In Australia, for every kilowatt hour (kWh) of electricity generated by renewable resources, a [certificate](#) is created. WeWork ensures that for every kWh of electricity used in WeWork spaces, one renewable energy certificate is purchased.

3. Green Committee Initiatives:

Whizdom's Green Committee is a group of employees within our organisation who are dedicated to promoting and implementing environmentally friendly practices within the workplace. Our green committee is responsible for:

- **Developing, implementing and reviewing environmental policies and action plans**
- **Educating and raising awareness about sustainable practices and behaviours:**
 - As part of Whizdom's training strategy with our dedicated training coordinator, we have created a series of education initiatives over a 12-month period, which extends to employees homelife, including educational videos:
 - Intro to Zero Waste living
 - Tips to make your office eco-friendly
 - War on Waste: ABC iView
 - Join the War on Waste – take action to reduce food, fashion and plastic footprint
- **Identifying areas for improvement and proposing solutions to reduce resource consumption and waste, examples:**
 - Eradicating individual desk bins in offices and providing clear instructions and signage for recycling and waste disposal.
 - Reduced printing and hard copy materials, any documents that require printing are subsequently shredded and used as mulch for office plants, or for employees to take home for composting.
- **Monitoring and tracking environmental performance metrics; such as energy consumption, waste generation, and carbon emissions:**
 - Compliant under key global client's Supplier Code of Conduct: Procurement Sustainability program; by successfully disclosing Whizdom's GHG emissions baseline 2019.
 - Engage the services of [Carbon Invoice](#) to support emissions calculation and add credibility to the completeness and accuracy of disclosed emissions.
- **Procurement of Sustainable Products and Services**
 - We actively seek out suppliers who demonstrate strong sustainability practices. For example, we source our paper from Office Works, a supplier committed to the [Restoring Australia](#) initiative, by planting two trees for every one 'used' to make paper-based products.

- We have implemented digital business cards through [Tapt](#), to reduce paper usage and waste. By embracing digital alternatives, we maximise our environmental impact while maintaining effective communication practices.
- Our starter packs for contractors have been updated to include sustainable products, such as re-usable water bottles, coffee cups, and bamboo pens – we also refrain from using flyers for information, opting to provide all information via email.
- We commit to sourcing employee and contractor gifts from local suppliers, including Christmas hampers by [Jasper & Myrtle](#). By supporting local businesses and choosing sustainable gift options, we minimise transportation emissions and promote economic resilience within our communities.
- To reduce environmental impact of purchasing overseas we prioritise local solutions wherever feasible. For example, we use local embroidery services; [Integral Embroidery](#) for our company logo on workwear, supporting local artisans and reducing transportation emissions associated with international shipping.

4. Flexible Work and Reduced Travel

- We provide employees with the flexibility to work from home, enabling them to reduce the need for commuting and lowering carbon emissions associated with travel. This flexibility not only promotes a better work-life balance but also contributes to a significant reduction in our overall environmental footprint.
- Whizdom has corporate membership with Qantas, flights are automatically set to '[Fly Carbon Neutral](#)' to offset business travel.
- We actively encourage employees to consider alternative modes of transport, such as carpooling, biking, walking, and the use of public transport.
- To minimise the need for local and interstate travel, we prioritise the use of video conferencing facilities for meetings, collaborations and other business activities.
- We have streamlined our recruitment process to reduce the requirements for candidates to attend in-person interviews or skills testing.

5. Executive Responsibilities and Influence

Our executive team are at the forefront of driving environmental consciousness and sustainability within our organisation. Through their actions and leadership, they not only set an example but also actively promote a culture of environmental responsibility. Key initiatives and influences from our executives include:

- Our Managing Director, John McCluskey leads by example in embracing sustainable transportation methods. Whether walking to work or travelling by electric scooter, his daily commute reflects a commitment to reducing carbon emissions and minimising environmental impact. By demonstrating a personal dedication to eco-friendly practices, John effectively communicates the importance of sustainability from the top down, inspiring employees to follow suit.
- The daughter of our Chief Operating Officer (COO), Kay Eriksson is deeply engaged in environmental research and initiatives. Currently embarking on a PHD for the Future Reef Program as part of the Climate Change team, she brings firsthand knowledge and valuable

expertise to the forefront of environmental conservation efforts. Through her advocacy and engagement, our COO reinforces our commitment to addressing climate change.

Through the leadership and influence of our executives, Whizdom remains dedicated to pioneering sustainable practices, shaping a future where environmental responsibility is ingrained in every aspect of our business.

A handwritten signature in black ink, appearing to read 'John McCluskey', with a stylized flourish at the end.

John McCluskey
Managing Director