

# Corporate Environment Statement KEO

With our software products and services, KEO contributes to the creation and expansion of energy-efficient systems on a daily basis. The design of a future-proof and sustainable energy landscape is an important part of our mission. We are well aware of our environmental impact and take responsibility for minimizing this impact by making an active, sustainable contribution to environmental and climate protection in our day-to-day work and related activities. We have therefore drawn up concrete guidelines on environmental policy - as a guideline for the environmentally friendly actions of all employees and as a motivation and inspiration for others.

We have already achieved our overarching environmental goal of reducing our greenhouse gas emissions by half by the end of 2020 compared with 2018. In the long term, and by 2022 at the latest, we have set ourselves the goal of reaching total CO<sub>2</sub> neutrality. For the holistic tracking of all operational emissions, we use appropriate tools from the Effizienzagentur NRW and the City of Cologne, such as the ecocockpit tool and the Ökoprofit program.

The environmental statement initially applies to the main site in Cologne. The actuality of the environmental directive is checked annually and adjusted if necessary.

## **Energy efficiency and resource conservation**

We use resources of our everyday needs such as energy, water, land and materials in the most efficient and environmentally friendly way. Our ambition is to use as energy-efficient technology as possible in the company. For instance, we annually review major consumers, such as server equipment, air conditioners, refrigerators and lighting, in terms of their age and efficiency level and compare them with more efficient alternatives. Taking into account the resulting environmental and disposal costs, obsolete and inefficient equipment is identified and replaced if necessary.

We rely on 100% renewable energies for our electricity supply. We purchase our electricity from a certified, independent supplier, which provides our offices with green electricity from German hydropower.

We work as resource-efficiently as possible in our offices and limit travel and on-site operations by using modern means of communication wherever possible.

## **Mobility and travel**

In the case of unavoidable flight trips (e.g. trips from abroad), KEO ensures the compensation of the resulting CO<sub>2</sub> emissions via an appropriate provider. We have described this process in our travel guidelines and implement it in our business operations. Furthermore, we have been relying exclusively on electric mobility for our company vehicle fleet since 2020 and are planning to expand it.

In order to make the best possible use of rail services, KEO offers its employees a job ticket for local public transport and the Bahncard 25 to Bahncard 50 for interregional travel - depending on requirements. We also promote the use of car-sharing providers for inner-city mobility, with the highest possible proportion of electric mobility in their driving pools.

From 2021, we will also record our employees' daily travel to and from work in addition to business trips. The annual total of all trips made and the resulting emissions will be paid into a virtual account.

At the end of each year, the amount accrued is invested in an environmental and climate protection project and the respective emissions are offset there.

#### **Waste prevention and environmentally sound disposal**

We avoid or reduce waste as much as possible and are constantly on the seek for alternatives. To reduce our waste paper, for example, we have been using more economical towel dispensers instead of conventional paper towels since 2020. We keep the exchange and filing of internal company applications and forms (such as vacation requests) digital, and we also issue external documents to customers and partners, such as invoices, digitally wherever possible.

We collect unavoidable waste separately so that recycling is possible. Facilities for paper, cardboard and recyclable materials recycling are available at our company headquarters. In terms of waste prevention, we place particular emphasis on reducing plastic waste. We strive for permanent waste avoidance.

#### **Environmentally oriented/sustainable software products**

We develop software products with a minimal CO<sub>2</sub> footprint, taking into account their entire product cycle. A minimal consumption of electricity and storage capacity, from the development to the operation of the customer product, should be constantly maintained. We regularly review the criteria of current certification programs in the field of sustainable software and, if necessary, make quality adjustments to our software development and the final product to meet these criteria.

#### **Involvement of employees**

Environmentally conscious action forms a relevant part of our corporate culture. KEO represents the sum of the motivation of each individual employee. In order to put this motivation into practice, we regularly inform our employees about environmental protection measures and organize corresponding workshops at least twice a year.

#### **Involvement of external interested parties**

We maintain open environmental communication with our business partners and the public. We record our progress toward sustainability transparently for the public in the form of the current environmental statement and blog articles on our website.