

Environmental Policy

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| Subject | Environmental Policy | |
| To | Elevate Workspaces Ltd. | |
| Date | February 2025 | |
| Status | Publicly available | |
| Version | 2.1 | June 2025 |

Purpose

The purpose of this policy is to outline the Company's policy regarding its environmental policy.

Scope

This policy applies to all employees of the Company.

Policy Statement

ELEVATE WORKSPACES LTD, is committed to providing its customers with quality products in a manner that meets all environmental legislation and, in many cases, exceeds these requirements.

The company is totally committed to continual improvement in all areas of environmental performance and to achieve these aims has implemented and maintains a management system that meets the requirements of ISO14001:2015, alongside a commitment to reduce the overall carbon emissions to the lowest levels possible.

The Managing Director shall be responsible for administrating the systems and monitoring environmental performance; further responsibilities shall be assigned as required.

To comply with all areas within this policy the company is committed to ensuring that adequate resources are available and that all relevant training is conducted in a timely manner.

ELEVATE WORKSPACES LTD shall:

- Comply with, or whenever feasible exceed all relevant regulatory requirements and environmental legislation.
- Operate with a minimum carbon footprint, compatible with sustainable business.
- Work to reduce greenhouse gas emissions
- Prevent pollution from all operations

- Source all timber products from suppliers who can confirm the products are produced from timber that meets the following criteria:
 - The timber has not been harvested from locations where human rights are violated
 - The timber has not knowingly been produced from uncertified old growth, illegally harvested or genetically modified trees
 - The producer does not use timber that appears in the CITIES register.
 - The producer shall be able to demonstrate compliance with Chain of Custody requirements.
 - The supply is in line with FLEGT requirements
- Ensure that at least 70% of the fibre used is sourced from well managed approved sustainable forestry.
- Identify all of the sources of timber and produce a report on the origin of the certified timber.
- Procure from suppliers that agree to comply with Company CSR Policy
- Maintain zero waste to landfill from operational sites
- Investigate ways to assist clients in the disposal of redundant furniture in a way that is environmentally friendly by take back or recycling schemes
- Make the policy available to all interested parties including the general public.

This policy shall be reviewed on an annual basis for effectiveness and be available to all interested parties, including the general public.

This policy carries the authority of the senior management team.



David Murphy

Managing Director