



**VO Group**

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*Environmental declaration – Nov.2022*

**Yearly CSR Report**

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# Presentation *of the company*

VO is a communication group based in Brussels for 30 years. We support our private and institutional clients from advice and strategy to implementation, while providing communication in all its forms (events, graphics, digital, artistic, technological), including content creation.

## Our positioning

The world has never changed so quickly. What was true yesterday is not necessarily true today. What is good today may not be good tomorrow. In this constantly changing society, where everything is accelerating, sometimes at a dizzying pace, citizens, companies and institutions are constantly faced with major challenges to adapt.

At a time when one crisis follows another, when dematerialisation and artificial intelligence are in their infancy, we at VO wish to contribute to the construction of a peaceful society, more authentic society, based on deeper values that we share.

As players in the transition to a more responsible and sustainable society that puts people at the centre, gives them meaning and strengthens social ties, we act daily to make things change.

The society of tomorrow will depend on our actions today.

**VO Group** ——— *Today for tomorrow*

## The agencies and the scope of our environmental strategy

VO Group forms an ecosystem of 6 agencies with complementary expertise, grouped together at the Stalle office, benefiting from a back office and consistent centralised management. These agencies have their own clients and their own specificities but can interact together to bring unique added value in terms of synergy, tactical and strategic cooperation for the benefit of clients and stakeholders.



**Strategy — Concept — Event**  
**CSR and Transition management**  
**Campaign — Art & Performance**  
**Content & Storytelling — Digital**  
**and Social — Design & Branding**  
**Citizen Engagement — Employee**  
**Experience — Technology and**  
**Innovation — Collective thinking**

Some facts

**Created in 1992**

**120 collaborators,  
18 nationalities**

**1180**

Based in  
Brussels

**326 projects**

in 2021

**3 Golden &  
1 Bronze Awards**

BEA Award 2019  
Heavent Awards 2019  
Boca 2020  
BEA World 2019

**125 clients**

in 2021

**Best  
European  
Agency**

in 2015 & 2016

**2018**

Top 15 world  
best agencies

**8th**

Trends Gazelle Belgium



— POSITIVE IMPACT AWARD 2022 —

**Positive Impact  
Agency of the Year**

in 2022

**34 international  
events**

in 2019

# Environmental *policy*

As an actor in society, it is our duty to contribute at our level to the achievement of the United Nations Sustainable Development Goals. We are convinced that respect for the environment and human beings must be the natural corollary of economic development, innovation, and creativity. For us, it is the expression of values that allow us to face the future together and to guarantee a positive future for forthcoming generations. This conviction is not only a profession of faith, but it is also translated into concrete commitments, but also into requirements for results with regard to our internal management, that of our office, but also and above all with regard to our communication and event activities.

## VO's environmental commitments

VO aims to be a driver of innovation and change for the sector and to accelerate transition by developing partnerships with our stakeholders (customers, suppliers and partners) in order to mutually increase our positive impact on the environment.

VO is also committed to using its environmental management system to improve its activities with regard to the Sustainable Development Goals, from a position of continuous improvement, and in compliance with its regulatory obligations in terms of the environment, health and safety, both at our Stalle site and in the field.

### In our support/office activities (Stalle site)

- Gain a better understanding of and reduce our energy consumption
- Raise staff awareness of digital sobriety practices
- Give preference to supplies and suppliers that meet sustainable criteria
- Encourage employees to opt for more sustainable modes of transport
- Prevent and sort waste

### In our event and communication activities

- Design our projects in a more sustainable way.

More specifically, within our events business:

- Minimise greenhouse gas emissions linked to the mobility of participants and service providers.
- Promote certified, local and seasonal food.
- Prevent and manage waste better.
- Give preference to materials and equipment from the circular economy.
- Choose best-practice venues (certified, energy self-sufficiency, etc.)
- Aim for digital sobriety.
- Minimise impact on biodiversity

More specifically within our communication activities:

- Reduce our energy consumption by scaling back and controlling the data stored and transmitted and by opting for ecological storage providers.
- Design our digital productions sustainably
- Minimise the environmental impact of activities (filming or press conferences) by applying the same requirements as for any event.
- Improve and train our teams in environmentally-friendly printing techniques (paper, ink, etc.) and encourage the reuse of printed materials.

- Ensure the design and production of inclusive projects that respect the working conditions of all stakeholders.
- Systematically measure the environmental impact of our communication and event activities (using our measurement tools - Carbon Footprint and the My Impact Tool).
- Offset our residual emissions, with a particular focus on local, long-term, sustainable projects.
- Train our teams to better detect and fight against greenwashing, and raise awareness among our customers in this respect.

# tomorrow's society

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*will depend  
on our actions  
today*

# Governance *and EMS*

## Governance system

In its approach, VO intends to expand its role in the transition to a fairer society, respectful of the environment and sustainable for future generations. It was necessary to adjust the governance and decision-making levels within this framework.

## A more decentralised organisation: towards shared management

VO currently has three levels of decision-making: the shareholders, cross-functional bodies using the group's various skills and the management team, which is responsible for operations. The aim is to consolidate the commitment and responsibility of employees. A new feature in 2022 will be the congruence committee, which will ensure that the strategy is in line with the values advocated by the agency. This committee is made up of members of the staff and management as well as the founder and shareholder of VO.

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# Shareholders



# Management



# Transversal Taskforces



# Congruence committee



## The possibility for everyone to get involved in the management of the company

The cross-functional taskforces are a new feature at VO. They were launched in the first quarter of 2022, each with a specific mission. Finance, Communication, Future, HR, United and CSR. They are managed autonomously by people with different functions related to the theme, who are accompanied by volunteers, regardless of function, age or seniority, in order to contribute to the development of VO in a collaborative and participative manner.

These taskforces decide on their priorities and the means necessary to achieve them. Their action plans include a large number of projects linked to the group's vision, such as employee well-being, the implementation of agency-specific CSR plans, the preparation of the training plan, the improvement of synergy within the group, etc.

## Taskforce CSR



**Laurence**  
VO Citizen  
Project Leader



**Héloïse**  
VO Group  
Lab & Research Cogordinator



**Carolina**  
VO Europe  
Junior Project Manager



**Michaël**  
VO Citizen  
Project Developer



**Marie**  
Voice  
Communication Executive



**Manon**  
VO Group  
Transition & Communication



**Alice**  
VO Citizen  
Project Executive



**Dimitri**  
VO Event  
Project Leader & CSR Adviser



**Timothée**  
VO Group  
IT & General Support Advisor



**Michaël**  
VO Europe  
Head of Projects, Innovation and Quality



**Axelle**  
VO Event  
Project Developer



**Diana**  
VO Group  
Transition Assistant



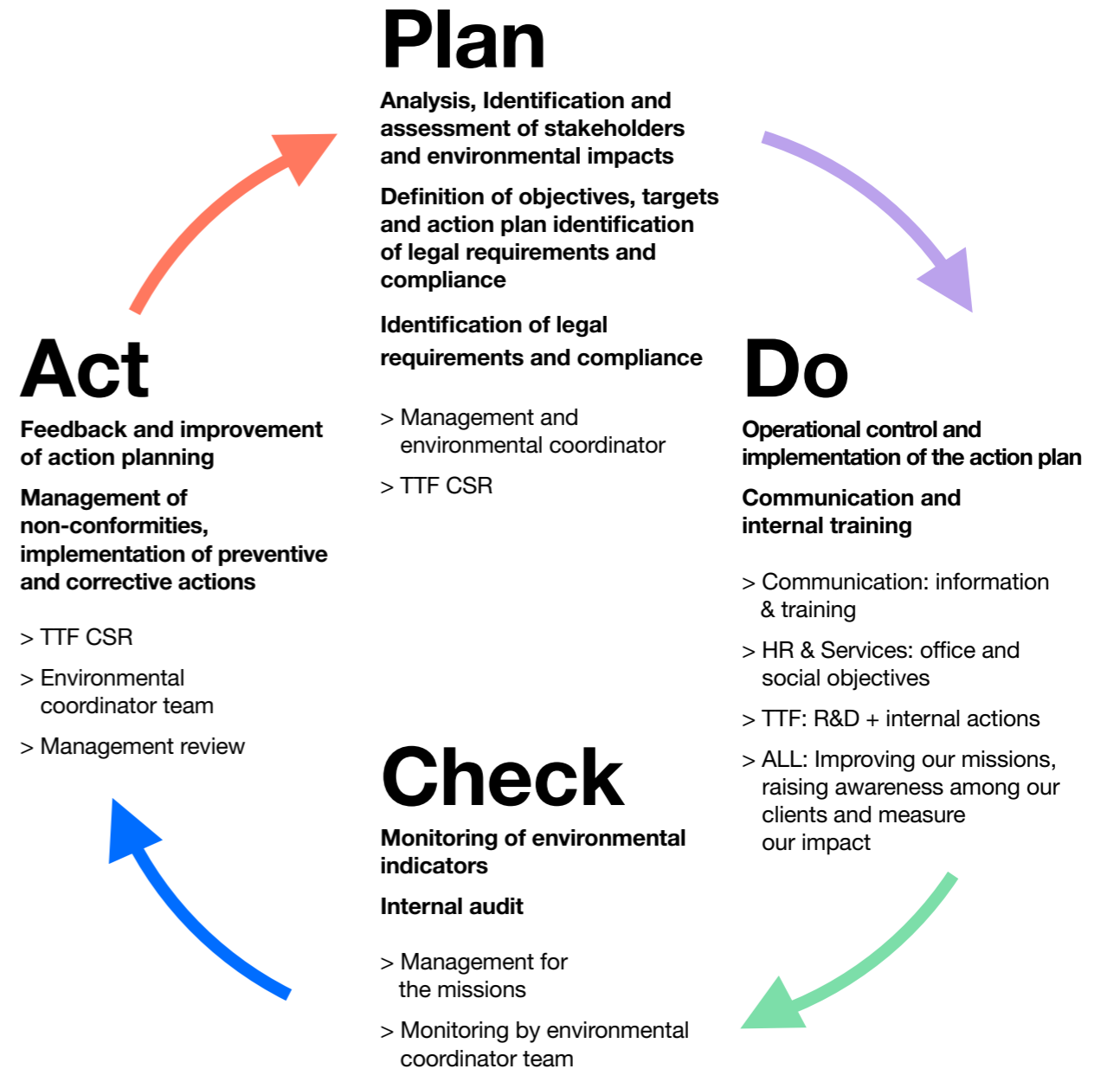
**Nadia**  
VO Europe  
Junior Project Manager



**Joëlle**  
Sign  
Chef de projet

## The Environmental Management System at VO

We have designed an Environmental Management System that involves everyone at VO at various stages of the process.



# Environmental aspects and approach at VO



According to the Sustainable Development Report 2021, Belgium is in the top 5 of the most advanced countries on the road to the Sustainable Development Goals. That said, there is still a long way to go to achieve them.

Three issues remain very problematic at the global level: the reduction of inequalities, action for the climate and biodiversity on earth.

Looking at the local level, Belgium is indeed progressing on most of the objectives, but remains in the red on two important issues: responsible consumption and production and climate action. Through its activities, the communication & events sector is directly linked to these two SDGs that we need to improve.

## Our role as a major player in the communication sector

An environmental analysis has identified the activities that have a direct and indirect environmental impact. For each impact, a rating was applied according to severity, occurrence, control and legal obligations. The impacts with the highest final rating are considered significant and are subject to a mandatory environmental objective.

The targets for our Stalle site relate to electricity consumption, gas consumption, water consumption, purchasing, mobility, waste generation and building compliance. However, it soon became clear that our environmental footprint and impact was largely related to our services rather than our office activity, so controlling and reducing these impacts became our priority.

### Truly important issues

With nearly 77,000 events organized each year in Belgium by 3,200 companies of all types, the events sector is experiencing strong growth, although this was curbed during the health crisis. However, due to its ephemeral and collective nature, the event industry generates very significant impacts on the environment:

- Bringing hundreds or even thousands of people together in a single place causes mass travel which can produce significant greenhouse gas emissions.
- The presence of a crowd for which temporary facilities are built and for which food and drink are often offered can generate large volumes of waste and food wastage.
- The amount of resources used in a short period of time, as well as the activity itself (often accompanied by noise, light, etc.) can have a significant impact on biodiversity, local flora and fauna, as well as on water, air and soil pollution, particularly for outdoor events that involve the installation of stages and other marquees in natural areas.

Communication activities, on the other hand, have long remained far removed from environmental concerns. Yet the impact is not insignificant either, even if it is less direct or visible than that of events:

- The production of poster campaigns requires large quantities of paper, ink and transport.
- Digital pollution is an increasingly important issue today when we know that 3.5%\* of global emissions come from it. As the digital part of campaigns is important, it is necessary to implement good practices of digital sobriety related to the storage and transmission of data.
- Two issues are also of particular concern, although they are not related to the environment. Inclusion and the fight against greenwashing are important issues when producing large-scale campaigns, and particularly when it comes to public service campaigns on subjects such as health or mobility.

<sup>1</sup> Sachs, J., Kroll, C., Lafortune, G., Fuller, G., Woelm, F. (2021). The Decade of Action for the Sustainable Development Goals: Sustainable Development Report 2021. Cambridge: Cambridge University Press.

<sup>1</sup> <https://www.blogdumoderateur.com/impact-environnemental-numerique-methode-calcul-enjeux-bonnes-pratiques/>

# Milestones

## Transition Milestones at VO

2015

Creation of Greenteam  
1<sup>st</sup> star for the Brussels Capital Region Label, "Entreprise Eco-Dynamique"

2017

Creation of the 1<sup>st</sup> Reporting tool

2019

R&I Days receives the EMAS award from the European Commission  
First internal training on the Circular Event Toolkit  
Acquisition of the CO2 calculation tool for events and systematisation of offset.



2021

Start of the journey towards EMAS - Event & Stalle  
Webinar and open source sharing of the Circular Event Toolkit  
Creation of the carbon calculator tool for campaigns  
Development of My Impact Tool

2016

2<sup>nd</sup> star for the Brussels Capital Region Label, "Entreprise Eco-Dynamique".  
Label obtained for the previous building



2018

Winner of the "Be Circular" call for projects by Brussels Environment for the creation of the Circular Event Toolkit

2020

VO focuses its sustainability strategy on the SDGs and adds biodiversity to its concerns



2022

Positive Impact Agency of the Year Award  
EMS EMAS officially implemented in the company since June for all agencies.  
Development of My Impact Tool communication version > nomination for Trends Impact Awards



— POSITIVE IMPACT AWARD 2022 —



# Objectives, KPIs and action plan

## 01 ■ Measuring our impact

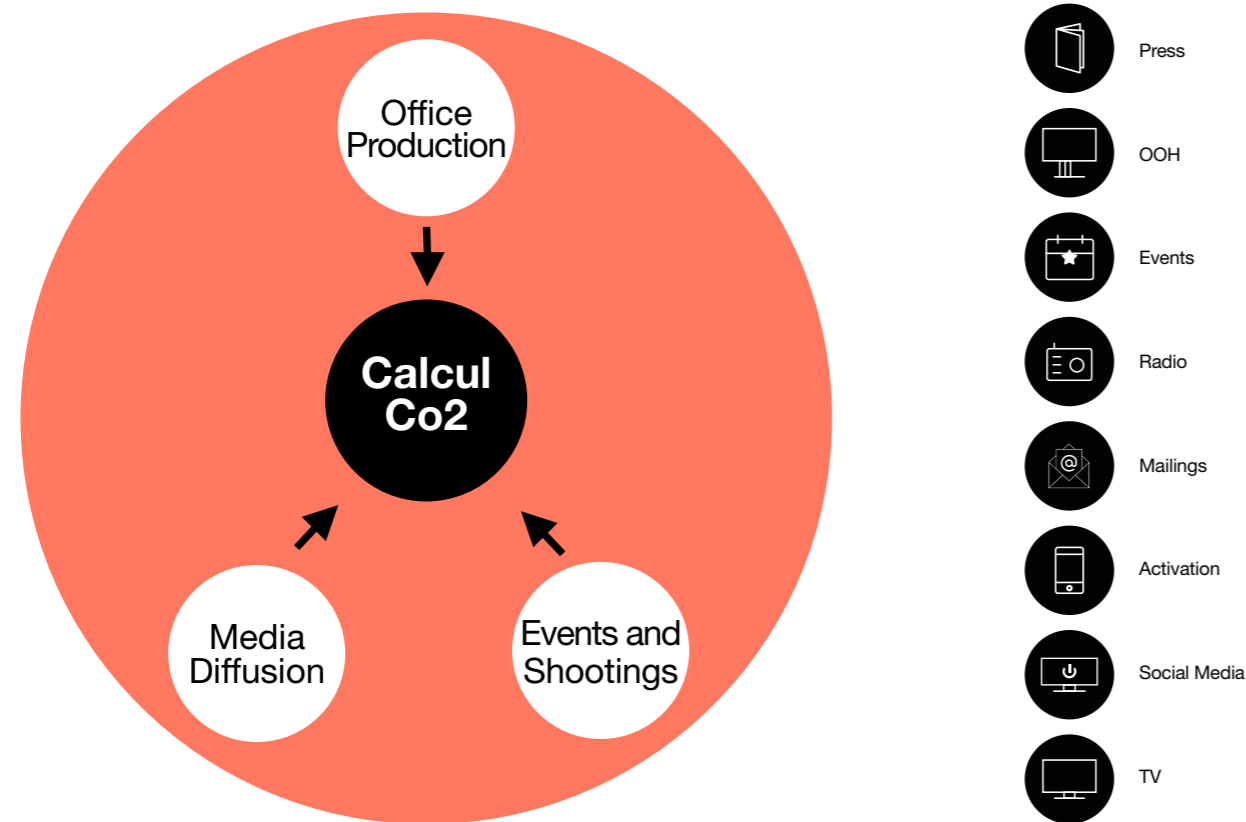
### Our tools

3 in-house CO2 calculators produced in partnership with CO2 Logic

- Live events
- Virtual events
- Communication campaign and media diffusion

#### Calculate to reduce

All media are scrutinised to determine the carbon weight of each of them.



### 1 tailor-made tool – My Impact tool

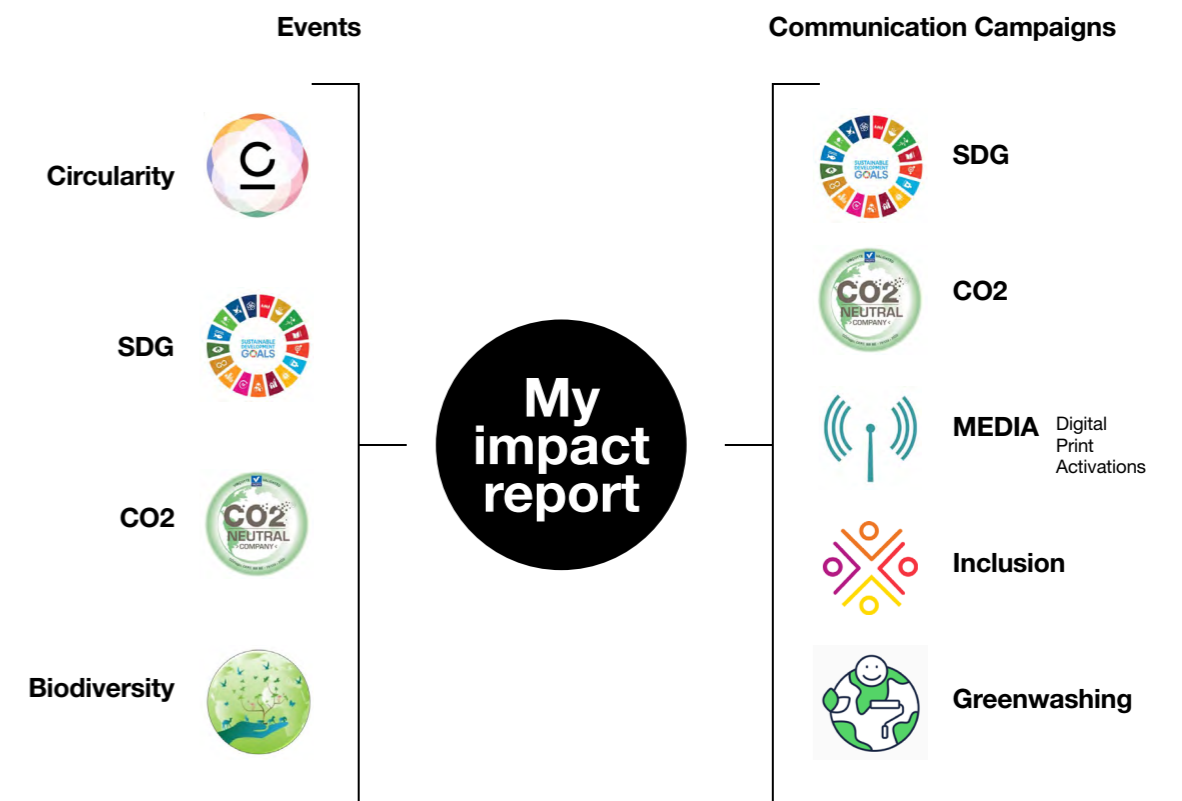
A unique tool to assess the social and environmental performance of all our projects.

My Impact Tool is a unique platform dedicated to improving the environmental and social performance of event projects and communication campaigns. This project is actually the culmination of years of research and development in the field of sustainable transition and allows us to concentrate in one place all the expertise we have developed over the years. The My Impact Tool assesses projects according to four criteria - its circular performance, its contribution to the SDGs, its impact on biodiversity and its carbon footprint. Each of these calculators has been created with experts, forming project teams of people from within and outside VO.

Several objectives:

- To centralise good practice
- To make stakeholders aware of their responsibilities and raise their awareness
- Valuing efforts and their real impact
- Measure our progress, better define and monitor our KPIs
- Carry out benchmarks

Implemented from January 2022 for events, we are currently working on updating the platform with new criteria to evaluate communication campaigns in 2023.



**100%**  
of internal events  
are accompanied  
by an impact  
report

**88%**  
of B2B events  
are labelled  
CO2 Neutral

**80%**  
of communication  
campaigns are  
accompanied by a  
carbon footprint

## Results

Projects	% project in 2022 with a calculated carbon footprint	Progress compared to 2021	% of projects in 2022 with My Impact Tool global impact report
VO Group internal events	100%	-	100%
VO Corporate events B2B events	88%	+	87%
Digital campaigns private sector Voice	70%	+	/
VO Citizen institutional sector campaigns	100%	+	/
European projects VO EU / VO Event	14%	-	0%
Sign	No calculators to date for this activity - will be produced in 2023		

\* the percentages indicated were calculated on 27.10.2022 on the basis of all projects completed between 1.01.2022 and 20.10.2022.

\*\* our objective is to reach 100% of projects with a calculated carbon footprint by 2024 for all agencies.



# 02 Reducing our negative impact

## Our tools

### Circular Event Toolkit

As the sector leader in Belgium, VO sees its role as setting an example and offering solutions. In order to bring together and share all these solutions, VO has designed a toolbox in collaboration with circular economy expert Emmanuel Mossay and the agency Sense.

The Circular Event Toolkit project aims to transform the event sector from a predominantly linear model that generates significant environmental impacts to a circular, ecological and ethical model.

The project was elected winner of the Be Circular programme in 2019 and therefore received a grant from the Brussels-Capital Region for its production.

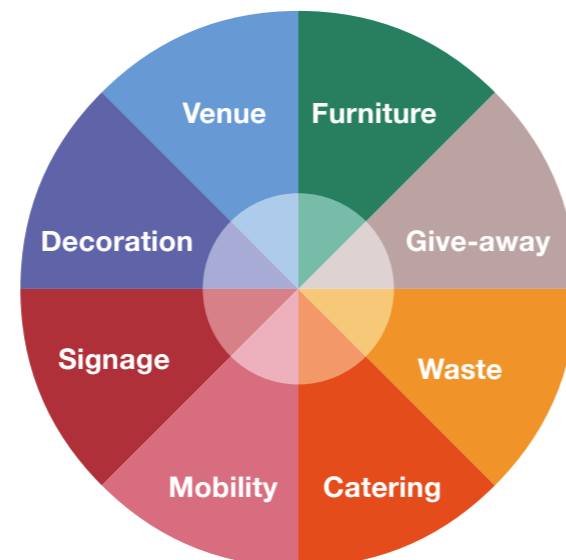
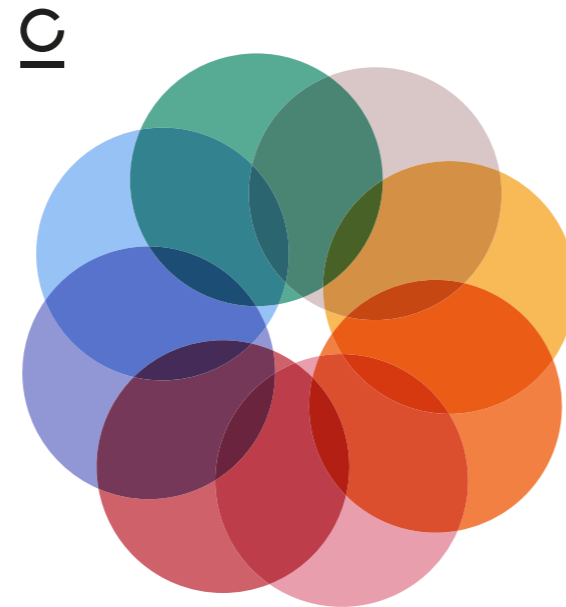
### The objectives and scope of the Circular Event Toolkit

#### A focus on 8 themes

Furniture, decoration, food, venue, waste management, signage, goodies and mobility. Each of these 8 themes has been investigated in depth and developed in the form of sheets with solutions for adopting circular reflexes when designing any event. The solutions are accompanied by a reporting system to measure action and progress over the long term.

#### Sharing the toolbox

To help all the actors of the sector in this inevitable transition, the Circular Event Toolkit has been shared in open source and is accessible on the website [circular-event.eu](http://circular-event.eu)



### Additions of themes in 2022

#### Biodiversity

In order to focus our efforts also on our local environment, VO has embarked on a new path with the ambition of understanding and reducing its impact on biodiversity. We have developed a partnership with the Beeodiversity in order to develop measurement indicators and solutions to reduce, offset and reverse this impact.

#### Digital

As the digital component of our projects grows each year, we have created a guide of best digital practices classified by activity and by business line at VO. In this way, each employee can understand the practices to be applied on a daily basis in their work to reduce their impact and conduct their project on the basis of good digital management.

#### Print

Choosing the type of printing, choosing paper, understanding labels, choosing ink, eco-design... This guide, which is currently under construction, will be the number one tool for the design and creation professions at VO.

#### Inclusion

What are the best practices for designing an inclusive campaign? How do you find the right balance and remain authentic? Inclusion is a crucial issue, yet one that is very complex to understand. We have brought together a team of experts to address this issue and to develop a guide that will enable teams to be trained by the end of 2022.



# -54%

less CO2 emissions  
per participant  
at our events  
in 2022

Our menus are based on  
**57%**  
vegetarian  
ingredients

**65%**  
seasonal  
ingredients

## Results

As the event sector has a greater impact on the environment than our other communication activities, it has been our priority for impact measurement and reduction. With the indicators in place, our objective for 2023 will be to reach the same level of maturity for communication and to develop additional indicators linked to the communication business.

Theme	Actions	Indicators and objectives	Results 2021	Results as of 10.2022*
<b>CO2</b>	Reduce the carbon emissions of our events	8% /year - i.e. 40% reduction in 5 years	61.69 kg CO2/ per participant***	28.01 kg CO2/pp = - 54%**
	<b>Biodiversity</b>	Overexploitation of resources	/	2.23/5
	Habitat destruction	Knowing our impact on a scale of -5 to 5		4.4/5
	Pollution			-2.8/5
	Climate change			-0.08/5
<b>Food</b>	Increasing the % of sustainable ingredients in our menus	Knowing the % of ingredients	/	
		Vegetarian		57%
		Local		63%
		Seasonal		65%
		Certified		30%
<b>Waste</b>	Reduce the production of waste at events	Acknowledging our impact and the volume of waste per person of waste per person	/	No data available in 2022
	Reduce food waste	100% of events in Belgium 50% of events abroad	75% - BE	BE - 43%
<b>Venues</b>	Encourage collaboration with venues that have sustainable management	Know our performance Venue rating 0 to 6	/	0.6

\* The data indicated is measured by My Impact tool and concerns live events held between 1.01.2022 and 20.10.2022.  
 \*\* the total emissions of our live events represent 725.1 t CO2 for 25.885 participants.  
 \*\*\* the data collected in 2021 is not the most representative of our activities, the comparison will be closer to reality from 2022 onwards.

# 03 Increasing our positive impact

## Programmes & partnerships

### Carbon offsetting

Although offsetting is not an end in itself, and despite all efforts and actions, we are aware that our projects will always have an impact, even if minimal. Therefore, carbon offsetting is offered to all our clients. In case of refusal, the agency will pay for a part of this compensation at its own expense on a flat-rate basis.

#### Two partners :

#### CO2 Logic

When offsetting is integrated into the client contract - we work with CO2 Logic and contribute to various projects around the world, such as in Kenya, India, Ghana and Rwanda. These projects are all different but have in common that they contribute to at least 5 of the SDGs. The project is then accompanied by a CO2 Neutral label certified by Vinçotte.



Ghana  
Cookstoves



Kenya  
Reforestation



Rwanda  
Drinking water well



India  
Power project



Belgium  
Fruit trees, agroforestry systems, reforestation



### Fight against food waste



Food waste is one of the major issues of our time and of our sector. With its 345kg/p/year, Belgium ranks 2nd in Europe as the biggest waster and 12% comes from food services provided in the hotel and catering industry. At the same time, 170,000 people used the services of food banks in Belgium in 2019. In order to fight these figures, and in addition to the actions taken upstream to reduce this waste as much as possible, VO has joined forces with Alpaca Solutions to collect surplus food after events. All usable foodstuffs are distributed to people in need, and the rest is recovered to be transformed into energy via biomethanisation.

### Inclusion



We have developed partnerships with some actors active in social inclusion. The most recent one is Art2work asbl, a Brussels-based actor active in socio-professional integration and dedicated to young adults aged 18 to 30. We want to integrate the call for Art2Work in all compatible projects, in order to call on staff to set up and manage certain positions in the production and hosting of an event.

#### Support for solidarity associations.

One-off solidarity and anti-poverty actions initiated by our employees are encouraged, supported and communicated.

During our end-of-year greetings, we take the opportunity to invite our employees and customers to vote for the association that matches their beliefs and values. In January 2022, 3000 euros was released to support the association Solidarité Grands Froids, which has been working to help people in moral, physical and/or social difficulties since 2012.

In March 2022, when the conflict in Ukraine shook the entire world, VO employees went on a mission to help the association, VO employees mobilised to provide support to the local population. In just a few days, around thirty boxes filled with basic necessities, medical equipment and warm clothes were sent to Brussels Expo to be transported to the Ukrainian border.



**100%**  
of our projects  
are compensated

**1154**  
meals were distributed  
to people in need

**5789 kg of CO2**  
were avoided  
thanks to this action

**4215**  
trees were planted  
in Belgium

## Results

Theme	Actions	Indicators and objectives 2025	Results 2021	Results as of 10.2022*
<b>Inclusion</b>	Increase the number of projects in collaboration with partners active in inclusion issues	20% of our projects	1 project	2 projects
<b>SDGs</b>	Aim for all our projects to contribute to the SDGs at their scale	Our projects contribute on average to 12 SDGs	/	5.6 Measured with My impact tool
<b>Carbon offsetting</b>	Offset our residual emissions, with a focus on local, sustainable projects	100% of projects offset	100% of VO Event & VO Citizen projects*	96%**
		€ Invested in offsetting	20.141 €	14.713€+ 12645€ in Belgium
		Trees planted and CO2 offset in Belgium with Plant C	3136 trees 536t CO2	4215 trees 713t CO2
<b>Food waste</b>	Avoiding food waste on event	Number of meals distributed after event and equivalent in kg of food	1053 meals 1554 kg food	1154 meals 700 kg food

\* other companies did not systematically offset before 2022

\*\* 43% CO2 Neutral and 56% with a fixed price

# 04. Inspire, educate and raise awareness

## Our Programme

Assuming our role and responsibility in an ecosystem that involves many players, VO is committed to inform and inspire all its stakeholders so that the transition towards sustainable management takes place globally.

To this end, we are setting up a programme and different campaigns:

### For employees

All employees are made aware of the issue from their very first day at VO through onboarding, and then through various trainings, in particular via our VO Academy (training courses open to all, given by our employees for our employees).

Topics covered this year:

- Appropriation of the Circular Event Toolkit - March 2022
- Use of the Impact Tool and CO2 calculators - throughout the year for the various teams
- Biodiversity - March 2022
- Sustainable digital practices - October 2022
- Inclusion & Diversity - October 2022
- Textiles - November 2022
- Global Refresher (SDG and CSR issues) and Impact Workshops-December 2022

This sustainable orientation is expected in all projects and environmental performance has been added to the individual assessment criteria to objectively ensure that everyone is a change agent and participates in the movement.

### For the sector

In addition to raising our clients' awareness through our offers and mission reports, we strive to communicate regularly on the issues and solutions of the sector in the hope of inspiring other players to move in the same direction. It is in this framework that we organised a webinar in 2021 to promote the Circular Event Toolkit.

In January 2022, we spoke about sustainability issues on the Media Marketing TV show - Agency of the Year

In June, we took part in a roundtable discussion organised by Experience Magazine on the importance of sustainability to the industry.

In September, we were a speaker at the launch event of the CO2 Neutral label to share our method and its application at VO.

In October, we gave a 4-hour training session to UBA member advertisers on how to organise sustainable events and organised an open conference on diversity and inclusion.

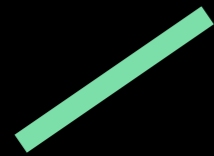
We have also been a member of the Sustainability taskforce since its creation in January 2022 by ACC Belgium (Association of Communication Companies), whose mission is to help our sector become carbon neutral and to promote sustainable consumption behaviour.

Finally, several of our employees are regularly invited to speak at universities to pass on their experience to future generations. They also raise awareness of sustainable issues and solutions that exist.



# 59%

employees trained  
in eco-design  
practices and  
internal tools



# 73%

of customers  
have been made aware  
to the challenges of  
an ecological transition

## Results

Stakeholders	Actions	Indicators and objectives 2024	Result in 2022
Internally	Train employees	100% of employees trained by 2024	VO Event – 82% VO Citizen – 87% Voice – 100% Sign – 16% VO Europe – 25% VO Group – 46%
	Improve employee assertiveness	Scale of 0 to 5 per theme, measured annually. Target of 4/5 in 2024.	Between 2.5 and 3.85*
Externally	Modification of purchasing criteria for suppliers	Having a supplier database with sustainable filters	DB in progress
	Awareness of our customers	100% of tenders submitted include sustainable criteria and 100% of reporting includes sustainable criteria	73%
	Inspiration & presence at sustainability events	Number of interventions (1/quarter)	5 in 2022

\* A survey conducted in 2021 (to be repeated at the end of 2022) measured the assertiveness of employees on different themes: Mobility, Food, Waste, Audiovisual, Communication, Energy, Furniture, Inclusion, Decoration, Signage, Places, Goodies as well as the number of missions for which sustainable recommendations were made to clients.

# 05 ■ Our internal management

## Internal action programme



### Office & Biodiversity Impact

Since 2018, the teams have moved to rue de Stalle. As soon as we moved in, we kept the good practices already acquired in our previous building and made sure to offer pleasant, complementary spaces adapted to everyone's needs, as well as to choose sustainable and ergonomic equipment and furniture. The impact of VO's offices on biodiversity is practically non-existent\*. We occupy a built-up area of 1371 m².

We also have outside spaces:

- An open-air car park of 193 m², 69% of which is permeable.
- A garden of 54 m².

We have carried out several external audits to understand and improve our energy consumption and have launched best practice campaigns in terms of archiving and digital data management.

Since March 2022, employees have had GUS, a new office food solution, at their disposal. No more rushing to order lunch, or relying on local shops whose offer is far from healthy or sustainable. This new smart fridge, filled daily with fresh, organic meals, drinks and snacks, is available at any time of the day. Thanks to the GUS team, there is no waste. All uneaten food is redistributed via the To good to go platform.



### Wellbeing

After two difficult years of pandemic, VO decided to put the health and well-being of its employees at the centre of its concerns. In line with our values, a new benefit has made its grand entrance into our daily life at VO: Alan. Alan is a 100% digital health insurance policy that allows each employee to take care of his or her health and to be able to count on rapid reimbursements thanks to its application, which guarantees a human approach through its responsiveness and connectivity. Alan is designed to be a real daily health companion with the possibility of communicating with doctors and psychologists via a 24-hour online chat.

Two other new features - Rosaly, the system that allows any employee to deal with financial contingencies by requesting an advance on salary in complete freedom, with no fees or interest rates and Good Habitz, an e-learning platform that gives everyone the opportunity to access a wide range of content, improve their professional skills or work on their personal development. In addition to these new benefits, two annual surveys on well-being and service quality are implemented to collect the feelings and opinions of each employee and are the starting point for launching new actions internally.

We also have a programme for reintegration after long-term illness and a coaching system for employees who need support to prevent or recover from burnouts.



### Mobility

Actions implemented to promote soft mobility:

- Provision of an electric bicycle and Mobib cards (public transport) for business trips
- Financial contribution to the cost of public transport passes
- Bike parking
- On-site charging stations for electric cars on site installed in 2022
- Progressive renewal of company vehicles towards cleaner vehicles
  - Adaptation of vehicle choice lists by category (cleaner vehicle) and reduction of vehicle choice options.
  - Leasing contracts for 5 years instead of 4 years for the majority of low CO2 emission vehicles.
- A mobility survey was launched in 2022 in order to find out exactly how employees travel to assess the related carbon emissions and to offset these through the plantation of trees.



### Waste

Actions taken to limit waste in our workspace

- Installation of waste bins with explanatory signage to ensure the sorting of waste (sorting of organic waste, paper/cardboard, PMC)
- Provision of a shared fridge for surplus food
- Water fountains connected to city water and equipped with a water filtration system
- New mugs to reduce the use of paper cups, reserved for visitors
- A system for recycling cigarette butts by We Circular in the outdoor smoking area
- A device to limit printing that forces each employee to validate his or her order on the machine and avoids hasty or invalid printing.

\* As a tenant, VO has limited room for manoeuvre in the management of the green spaces.



**60%**  
of our employees use soft or electric mobility

**100%**  
of the purchases related to our operations are certified, labelled or supplied by committed suppliers

## Results

Theme	Action	Indicators and objectives***	Results 2021*
<b>Ressources**</b>	Reduce our energy consumption	Kwh Kwh/ETP	42148,79 Kwh 842.98 Kwh
	Reduce our heating consumption	Kwh (gas) Kwh / m <sup>2</sup> (gas)	103008,03 Kwh 75.13 Kwh
	Reduce our water consumption	m <sup>3</sup> m <sup>3</sup> /ETP	710,93 m <sup>3</sup> 14,2 m <sup>3</sup>
	Raising awareness of digital sobriety practices among staff	100% of staff trained by 2024	6% of employees

\* The energy performance figures in this report are for the year 2021 as the data to make the calculations is only available at the end of the year.

\*\* As the gas, water and electricity meters in our building are globalized for the whole site, it is currently impossible for us to measure our progress. We regularly request the installation of individual meters to the building association and the owner of the property. In the meantime, we will continue to measure but will not set a reduction target. The calculations for energy are based on the data provided by the global meters divided by the m<sup>2</sup> occupied by our offices. For water we divide the price paid per year by the price per m<sup>3</sup> of water set by our supplier.

\*\*\* The heated area of our offices is 1371 m<sup>2</sup>. We have taken into account 50 full time equivalents (FTE) which corresponds to the number of employees who come to the office at the Stalle site, the others being teleworkers.

Theme	Action	Indicators and objectives	Results 2022
<b>Purchases</b>	Give preference to supplies and suppliers that meet sustainable criteria	% of committed suppliers	100%
		% of sustainable supplies	100%
<b>Mobility*</b>	Means of transport	% of staff coming to the office with sustainable means of transport	40% + (20% electric or hybrid)
		CO2 coming from our trips home-office	80t CO2
	Improve the ecoscore of our cars fleet	75 in 2024	73.82
<b>Waste**</b>	Improve our waste sorting	% of waste sorted	90%

\* data from our mobility survey conducted in September 2022, the results of which were projected over the entire year. We plan to repeat this survey 3x/year to refine this data projection.

\*\* The monitoring of the quantity of waste specific to our activity began in September 2022 and does not allow us to deduce the quantity of waste over the whole year. We will publish our waste production in 2023.

### Legal requirements

Compliance with legal requirements is ensured through regulatory monitoring. All applicable environmental legislation is recorded in a legal register. The applicable regulations include technical building installations, environmental permits, mobility and low emission zones as well as waste management. Our environmental permit is valid until January 2023 and will therefore have to be renewed by that date. Our internal audits have not identified any non-compliance with legal requirements.

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This is a translation of the French version verified and approved by Vinçotte.

Date of next update - Dec. 2023

Date of next full declaration - Dec. 2025

