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CORPORATE SUSTAINABILITY PROGRAM

Transpack is committed to using natural resources responsibly, investing for the long-term wellbeing of the planet and ensuring that all people involved in our business process are treated fairly.

5 Steps Towards Sustainable Relocation Services

1. **Sustainable Supply Chain** – ensuring that partners within the global network are working sustainably, or towards sustainability goals.
2. **Energy Efficiencies** – both office space and warehousing require lighting, heating and ventilation. Adopting renewable energy sources and energy-efficient practices where possible offer long term benefits.
3. **Electronic Processes** – reducing the amount of paperwork involved with the relocation process. From automation to e-signatures, digitization was the top priority for many organizations within the research findings.
4. **Hybrid Working** – offering employees a mix of office-based and remote working reduces the carbon footprint of each employee.
5. **Recycling** – the integrity of boxes used during removals is diminished after a single use. The opportunity to be more environmentally aware centers on the use of biodegradable and recyclable materials, such as boxes and packaging.

Environmental Policy:

Transpack recognizes that the long-term health of our business is directly connected to the health of the planet and local communities. As part of our ongoing efforts, we focus on the following initiatives:

- Commitment to a continual improvement process in environmental management
- Transpack packing materials are used in a way to minimize impacts and restore properties affected by our operations.
- Improvement of employee environmental performance through detailed policies and procedures.
- Efficient use of natural resources to minimize waste generation through efforts that include recycling.
- Participation in the development of sound environmental policy within the



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transportation and business sectors.

- Promotion of effective environmental management by our suppliers and contractors.
- Compliance with all applicable environmental laws and regulations.



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Assessment of Environmental Impact of Transpack's Operation:

Unpacking: at the time of delivery, all items are unpacked in a manner that they are in good condition for recycling.

Warehousing: Gates are closed mostly. Electricity only used once the warehouse operations are underway.

Office: Energy costs are reduced by switching off all the electric points. Less lights are left on after office hours. Air conditioners are used at a moderate temperature setting.

Environmental Goals to Reduce the environmental impact of Operations:

Efficient use of resources, materials & Energy in offices:

Eco Friendly / Zero Waste Initiatives:

We make use of cartons unpacked after a delivery. These are in good condition to be used for storage and/or local moves. These are used in packaging fragile items or items that may need extra layer of packing.

Papers used in the office are reused for record purposes. We make use of iCloud facility for retaining documents in digital forms in order to avoid extra printing of papers.

Waste Management Techniques:

Encourage and ensure recycling of packing materials for better waste management. We recycle papers & packing materials. Paper Shredders are used; this minimizes the need for cutting trees significantly. This helps conserve energy while also reducing your carbon footprints.

Carbon Foot print Reduction:

Use of LED light bulbs

Recycling

Power down laptops

Windows shut when ACs are on.

Keep a moderate room temperature.



SOCIAL

Transpack ensures and promotes the health, safety & Well being of employees, customers and communities while we run our operational work.

Health & Safety and wellbeing: Transpack maintains a health and safety policy that is revised and reviewed annually.

Employee engagement, fair & respectful treatment: The term employee engagement relates to the level of an employee's commitment and connection to an organization. High levels of engagement promote retention of talent, foster customer loyalty and improve organizational performance and stakeholder value. At Transpack we engage employees by showing them respect, recognizing their accomplishments, improving their engagement by mentoring them, providing the staff opportunities for development, improving workplace environment, flexible working hours, listening to them and giving them more responsibility not just tasks; these are just a few examples how Transpack keeps their employees engaged.

Diversity, Equity & Inclusion initiatives: Transpack is committed to creating a diverse, equitable, and inclusive workplace where all employees feel valued, respected, and supported. We believe that diversity in all its forms, including but not limited to race, ethnicity, gender, age, sexual orientation, disability, religion, national origin, and socioeconomic status, makes us a more robust and innovative organisation.

- **Diversity**

Transpack is committed to actively recruiting, hiring, developing, and promoting diverse employees. We will ensure that our hiring and promotion processes are fair and unbiased and that all employees have equal opportunities to succeed.

- **Equity**

Transpack is committed to creating an equitable workplace where all employees can access the resources, opportunities, and support they need to thrive. We will strive to ensure that all employees are treated fairly and respectfully.

Our equity policy covers all aspects of the employee journey from:

- Recruitment and selection



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- Terms of employment; pay, conditions, and benefits
- Policies and procedures
- Career development
- Working practices; task allocation, discipline, and grievances
- Interpersonal engagement
- Customer and supplier engagement
- Partner and stakeholder engagement
- Termination of employment and off-boarding job leavers

- **Inclusion**

Transpack believes in an inclusive workplace where all employees feel valued, respected, and supported. We will ensure that all employees have the opportunity to participate fully in our workplace culture and their contributions are recognised and valued.

Learning and development opportunities: Learning is an ongoing process. At Transpack we conduct all sorts of trainings most of these are done in house. Interactive sessions, all staff is involved in the trainings. Assessments are done.

Community Engagement Initiatives:

- Volunteering for food drive, animal shelter or charities.
- Maintaining a community garden.
- Helping set up a local farmers market.
- Advocating for others.

GOVERNANCE:

Transpack has strict policies ensuring that we can operate and thrive simultaneously creating a long-term positive impact and making sustainability changes at a gradual and financially stable rate.

Following are the practices and policies in place to develop, implement, train, communicate and assign accountability for corporate sustainability program.

Rev: Jan 2025



Policies:

Transpack Green Policy
HSE Policy
Anti-Bribery & Anti Corruption Policy
Anti-Trust Policy
Procedure to ensure quality performance in the supply chain
Risk Management

Trainings are given on the Sustainability Program. Accountability, Communication is clearly defined.

Sustainability Goals and Targets: Transpack has established SMART sustainability goals and targets. These targets include reduction for greenhouse gas emissions, waste generation, energy consumption, and water usage. Communication and accountability are indicated.

Reporting on Corporate Social Sustainability:

Corporate sustainability progress and achievements are discussed in our quarterly management review meetings. The reports from these meetings are shared with the staff as well as our corporate accounts and the supply chain.

Table 4.1 Categories of Sustainable Performance Indicators

SPI Type	Types of Information
Economic performance indicator	Company turnover, profit, quality of services sold, and market share
Social performance indicator	Labor practices, human rights, diversity, philanthropy, wages, and benefits
Ecological performance indicator	GHG emissions, water usage, resource depletion, waste generated, pollutants released, biodiversity, and land use



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Reporting: Transpack has developed an Annual Sustainability Report that communicates Sustainability performance, progress towards goals, and initiatives undertaken. Reports are shared with staff and Customers.

Yearly self-assessments are conducted to verify performance and determine conformance with the sustainability program.