

Environmental policy

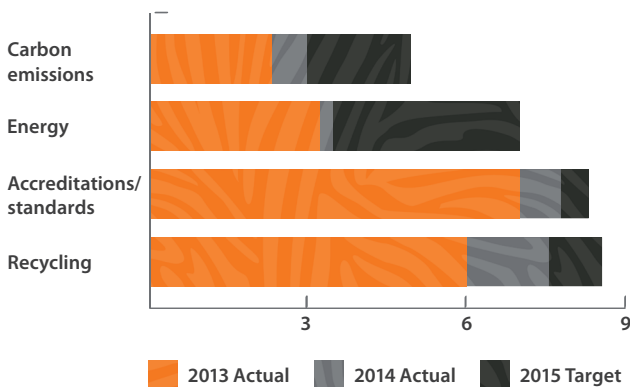
At Jigsaw24, we strive for excellence and efficiency in everything we do, and we're committed to minimising our environmental impact. In order to do this, in accordance with our ISO 14001 accreditation, we will:

- Give due consideration to the selection of products and their sources, to limit the effect on the environment of both production and distribution.
- Reduce, reuse and recycle waste generated by our business operations.
- Actively promote, amongst customers and our staff, an understanding of and conscientious approach to environmentally sound consumer and business practices.
- Meet or exceed all environmental legislation relevant to the company.
- Manage our business operations to prevent any avoidable pollution.
- Work closely with our manufacturers and distributors to foster a commitment to improved environmental performance.
- Ensure the ongoing evaluation and continuous improvement of operations, in order to maintain optimum efficiency.

This policy represents Jigsaw24's recognition of the ongoing responsibility we have towards environmental issues, and our commitment to the implementation and sustained development of environmentally sound business operations. The Environmental Policy is available to all our staff and any external parties upon request.

Ongoing ESG performance

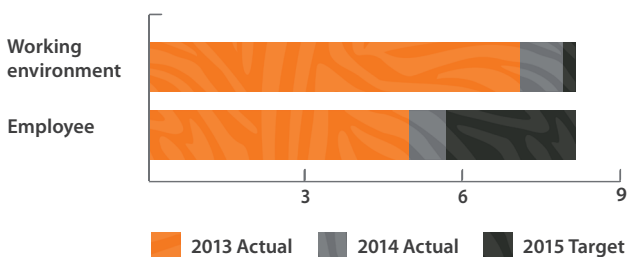
Environmental – maturity level



Level Requirements

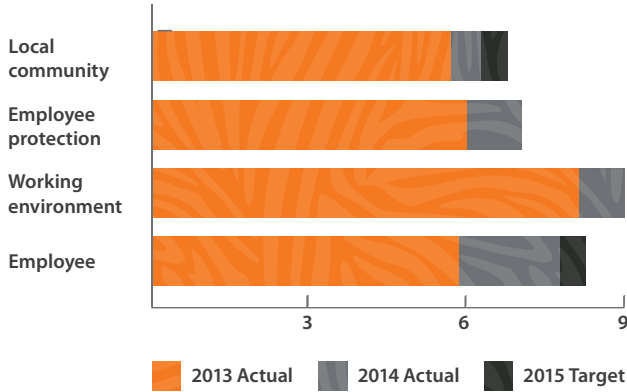
- 0 Not possible/appropriate to implement
- 1 No thought given to date
- 2 Early-stage discussions in the company
- 3 Discussions and early-stage planning at a senior level
- 4 Early-stage implementation of monitoring
- 5 Early-stage implementation of management
- 6 Monitoring and management effective across a few business units
- 7 Successfully monitored, managed and benefits visible across the business
- 8 Year-on year improvements
- 9 As above, with an ongoing improvement plan in place which is actively managed

Governance – maturity level



Call us on 03332 400 100, email sales@Jigsaw24.com or visit www.Jigsaw24.com

Social – maturity level



We use independent consultants to monitor our environmental, social and governance performance, and are so far exceeding our annual targets. In order to lead by example when dealing with suppliers, subcontractors and clients, we have five key initiatives in place:

- Replacement of hardware every three years to ensure the latest energy-saving models are in use.
- Deployment of iPad across the business to reduce the use of paper and printing.
- EDI integration with suppliers to automate the transfer of information, as opposed to paper and post.
- eCommerce and internet development to maximise the use of energy-efficient, paperless transaction channels (we are currently developing a dedicated purchasing portal for our education customers, in order to make it easier for them to ascertain education pricing and conditions online).
- Safe disposal of IT hardware using approved businesses.

We are currently undertaking an ESOS (Energy Savings Opportunities Scheme) assessment in line with the EU Energy Efficiency Directive. This will allow us to fully audit our energy usage across all three of our sites, providing more effective monitoring of our energy footprint and highlighting new opportunities for improvement. Measures identified by the ESOS will be reviewed annually and targets for the forthcoming year agreed.

General awareness

Our environmental policy forms part of the staff handbook issued to every employee upon joining the Company, and key initiatives and reminders form part of the agenda at regular departmental meetings. Our premises recycle office waste such as paper and glass wherever possible, have a dedicated recycling service to dispose of waste after events, and adopt energy saving measures such as LED lightbulbs, timed climate control and turning off lights and equipment at the end of the day, in contrast to most retail environments.

Disposal of Waste Electrical and Electronic Equipment

In order to meet certain distributor obligations, as defined in the UK Waste Electrical and Electronic Equipment (WEEE) Regulations (SI 2006 No. 3289), we have opted to become a full member of the Distributor Take-Back Scheme (DTS), as defined in regulation 35 of the WEEE Regulations.

As a member of the DTS, we have made a financial contribution towards the development of the network of Designated Collection Facilities for WEEE, instead of collecting waste items in-store. This financial contribution (described in paragraphs 83-88 of the UK WEEE guidance) has been used to improve the WEEE collection facilities at Local Authority Civic Amenity Sites.

Buy back scheme

We also work with a number of partners (including Bookyard and Stone) to offer buy back and recycling schemes to our customers. This enables them to trade in their end of life equipment against new orders, providing a financial incentive for them to adopt greener policies. These devices can then be repurposed rather than discarded. By working with a number of partners, we are able to offer these schemes on a broader range of devices.