

CONVENDUM

ENVIRONMENTAL POLICY



CONVENDUM®

CONVENDUM establishes modern and effective coworking spaces and hybrid offices, on AAA-locations of large cities Central Business Districts. CONVENDUM provides premium offices combined with activity based coworking areas, lounge, conference center, restaurant, café, health club, music studios and showrooms. Additionally we also offer accommodation in form of business apartments.

CONVENDUM ENVIRONMENTAL POLICY

CONVENDUM provides products and services that streamline the operations, processes, and workflows of our members across various domains. As a consequence of streamlining administrative processes, we observe a reduction in paper consumption, as more communication becomes electronic, resulting in reduced environmental impact for our members.

This environmental policy forms the foundation of CONVENDUM's environmental efforts. It defines how CONVENDUM's operations affect the environment, identifies those within the organization responsible for these impacts, and outlines how the environmental policy translates into goals and actions.

CONVENDUM'S RESPONSIBILITY

CONVENDUM actively engages in environmental initiatives in collaboration with customers, suppliers, employees, and other stakeholders. Together with these partners, CONVENDUM strives to meet and exceed the set requirements. CONVENDUM is committed to complying with applicable legal requirements concerning environmental aspects and, where relevant, preventing pollution and other negative environmental impacts.

The Chief Executive Officer holds ultimate responsibility for legal compliance and overall responsibility for CONVENDUM's environmental efforts. At each unit, the site manager is responsible for ensuring adherence to internal environmental guidelines.

The environmental policy must be communicated to all employees within the company, and each manager is responsible for ensuring this within their respective organizational units. Every manager should inform their subordinates about the environmental policy at least once per quarter.

It is the responsibility of every employee to follow the rules and procedures set by the company regarding environmental practices. Environmental management at the units is overseen by operational staff, while the responsible purchaser ensures that environmental considerations are taken into account in procurement for the company.

ENVIRONMENTAL ASPECTS

The company has identified the following areas as most significant from an environmental perspective:

KNOWLEDGE & INTERNAL PROCEDURES

Knowledge exchange is crucial at CONVENDUM for the company's continued development. Internal procedures and processes are integral to daily operations. Environmental work and related policies are communicated regularly to employees to spread awareness of the ongoing efforts.

For sustainable environmental practices and long-term knowledge intake, information on the company's intranet is continuously updated. This is also part of the onboarding process for new employees, where they receive information on how they can contribute to the company's environmental efforts.

SUPPLIERS & PROCUREMENT

CONVENDUM's suppliers impact the environment through the disposal of outdated or discarded equipment. Besides considering environmental factors when selecting suppliers, CONVENDUM aims to reduce the environmental impact of its suppliers.

In procurement, choosing the environmentally best supplier or product is the primary way CONVENDUM can reduce its environmental impact. Environmental considerations should be a parameter in all product and system purchases. Consumables purchased should have established environmental certifications. The responsible purchaser actively works to minimize emissions through a procurement strategy that advocates for fewer purchases with larger deliveries per occasion.

WASTE

The company's operations are mostly office-based, generating various types of waste in daily activities, such as food waste, combustible waste, plastic, glass, hazardous waste, and packaging. CONVENDUM aims to reduce the amount of waste and ensure that generated waste is recycled in an environmentally responsible manner.

CHEMICALS

In the limited use of chemicals, those approved by the purchasing manager in collaboration with the supplier, and with minimal environmental impact, are chosen.

FOOD

Food handling for both hot and cold consumption follows the regulations established by local Environmental Authorities. CONVENDUM must adhere to processes and procedures outlined by these authorities in all aspects of food handling, including breakfasts, sales in our cafés, and catering for conferences.

ENERGY

Energy is consumed in the form of heat, hot water, and electricity. CONVENDUM works to reduce energy consumption and ensure that the energy used is environmentally labeled.

TRAVEL

For business travel, consideration is always given to whether any of the following measures are reasonable: choosing environmentally friendly modes of transportation (e.g., train instead of air travel), utilizing alternatives to travel such as video conferencing, and selecting vehicles with lower environmental impact.

ENVIRONMENTAL GOALS AND SELF-MONITORING

Engaging in active environmental work and reducing the company's environmental impact is an ongoing effort with continuous improvements. This environmental policy is updated annually, and based on it, environmental aspects are translated into goals with action plans to achieve them.

Annual checks are conducted to determine whether environmental goals have been met. If not, a corrective action plan is established to achieve the goals. The responsible party for this self-monitoring is the respective site manager, with an Environmental Coordinator at the company level.



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ENABLING SUCCESS



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