

Netkin is committed to fighting global warming and resource depletion, protecting biodiversity, equal opportunity and respect for its employees, as well as fair, honest and transparent business practices.

Environmental focus

- **Awareness**

Organization of awareness-raising sessions on sustainable development, with a particular focus on the environmental aspect, with proposals for concrete actions that can be applied on a daily basis both at Netkin and in private life. A special document is prepared and made available to everyone.

- **Combating resource depletion**

Minimize the use of paper, toners, cups, etc.

- Provision of 2 screens per person to reduce printing to essential documents only;
- Provision of a printer that supports double-sided printing;
- Use of disposable paper cups for visitors only;
- Provision of crockery and cutlery for employees;
- Presence of volumetric flushes and mixer taps in sanitary facilities;
- Use of coffee beans.

Recycling

- Reuse of test prints as scrap paper;
- Second life given to obsolete equipment (donations to associations after re-initialization in accordance with our safety procedures);
- Waste sorting (paper, cardboard, aluminum, batteries, glass, plastics).

Administration

- Use of the Docusign solution to sign all our internal and external documents.

- **Reducing energy consumption**

- Heating regulation: neither too hot nor too cold during the week, boiler turned down at weekends;
- Choice of “energy star” IT equipment;
- Setting computers to sleep after 1 to 3 minutes of inactivity (depending on the sensitivity of the information processed by the employee);
- Installation of presence detectors in high-traffic areas for better lighting management
- Switching off lighting outside office hours;

- Use of office lamps with led bulbs;
- Taking into account the environmental impact of our energy suppliers when negotiating new contracts (electricity / gas);
- Encouraging employees to use the stairs instead of the elevator.
- **Reduced CO2 emissions**
 - Use of public transport by all our employees;
 - Development of a carpooling module available in our offers and systematically proposed at all face-to-face events with a target of internal participants;
 - Bike transport for our couriers for all deliveries within Paris..
- **Digital pollution**
 - Automatic programming to empty employees' email inboxes regularly ;
 - Internally, favoring physical and human exchanges over virtual conversations;
 - Raising employee awareness of the impact of a useless reply to a group email.
 - Raising awareness of web-related energy consumption:
 - limiting the number of open tabs,
 - limit the number of emails sent,
 - limit the number of people copied.
- **Areas for improvement**
 - Find the best solution for recycling printer cartridges.

Social focus

Respect for everyone: it's in our DNA!

- **Well-being at work**
 - Provision of a workstation equipped with a large desk, a comfortable chair and 2 or 3 25-inch screens per person ;
 - Provision of spacious, well-lit and planted offices;
 - A relaxation area and a kitchen with refrigerator and microwave oven;
 - Provision of coffee, milk, tea, infusions, spring water and fresh fruit;
 - Organization of a group lunch for each new employee integration, a birthday celebration for each employee, as well as informal lunches and dinners to which former employees are invited ;
 - Possibility for employees to telework while respecting strict security and confidentiality guidelines, using secure equipment made available;
 - Natural respect for others.
- **Fighting discrimination and respecting individuals**
 - Netkin is committed to ensuring that no discrimination is made in hiring in any form whatsoever; only skills and professional experience are taken into account ;
 - Netkin is committed to perfect equality of opportunity with regard to training, promotion and advancement for everyone;
 - Netkin is committed to respecting its employees' individual freedoms by allowing them to adjust their work schedules to suit their personal constraints;
 - Netkin undertakes to respond personally to each application, and to do so systematically.
 - Netkin undertakes to comply with the laws and regulations applicable to labor law.

Societal focus

Loyalty and respect for our customers and partners are also in our DNA!

- **Loyalty in commercial relations**

NETKIN undertakes to treat all its partners fairly, regardless of their economic importance. It also undertakes to respect the rules of free competition and freedom of enterprise, and to this end refrains from any commercial practice that does not comply with national and international laws and regulations in force.

In this spirit, Netkin undertakes to treat all its customers fairly, honestly and equitably, without favoritism.

In the same spirit, Netkin undertakes to pay its suppliers' invoices as soon as they are received in the case of human services giving rise to the payment of a salary to the supplier at the end of each month, in all cases within the time limits laid down by law.

- **Fighting corruption**

NETKIN fights against all forms of corruption, including passive and active bribery, conflicts of interest, influence peddling, money laundering and fraud.

In this spirit, Netkin undertakes not to corrupt or bribe anyone in order to obtain a contract.