CORPORATE
DOCUMENTS

SASKEN

Environmental Sustainability Management Process

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Revision History				
Version	**Approval Date**	**Description of change(s)**	**Author(s)**	**Change ref. (Process Change Request No.)**
1.0	20-Sept-24	New Process created	Sunil K Dath, Shailendrasing Patil	PCR 5860
1.1	06-Feb-2025	A new template ENSMTP3: UN-Sasken Decade Plan For Climate Action 2021-2030 is created	Shailendrasing Patil	PCR 5924
1.2	15- Oct-2025	Minor changes done in the retention period	Shailendrasing Patil	PCR 6061
1.3	17-Nov-2025	Guidelines newly added to the document	Shailendrasing Patil	PCR 6105
1.4	04-Dec-2025	• Process has been updated with Sustainable production, Packaging, sustainable supplier requirement, circularity and zero waste framework. • New ENSMTP4: Sustainable Production, Packaging & Circularity Assessment Template is created	Shailendrasing Patil	PCR-6123
1.5	14-Apr-2026	• Updated Decade action plan as per current status • Made few changes in Sustainable goal list	Shailendrasing Patil	PCR-6149

Recipients of Change Notification	
Target Audience	**E-mail ID (or the means of notification)**
Employees of Sasken Technologies Limited, its branches and subsidiaries except Finland	sustainability@sasken.com, group-fms@sasken.com , prakriti@sasken.com , allusers@sasken.com

Table of Contents

Environmental Sustainability Management Process

Purpose:

The Environmental Sustainability Management Process (ESMP) provides a structured approach to implementing green practices that align with national climate objectives and the United Nations Sustainable Development Goals (SDGs), ensuring Sasken's contribution to global environmental sustainability considerations across production operations, packaging practices, and circularity systems.

Scope:

Applicable to all Sasken locations in India involving employees, stakeholders, and partners to collaboratively implement sustainability initiatives and projects.
Finland is excluded from the scope as Finland Sasken offices follow country specific regulations which are different from India.

Environmental Policy

Sasken shall prevent pollution, reduce environmental impacts and continually improve environmental performance through the management of climate change and emissions, energy use, water consumption, resource efficiency and waste, including single-use plastic waste. This policy shall apply to all Sasken locations in India and to employees, contractors and service providers working within those operations, consistent with the scope and Finland exclusion already stated in this document.

The commitments below shall be implemented through the existing EMS, Aspect and Impact Register, annual objectives, supplier requirements and monthly MIS reviews. Existing numerical targets, baselines and timelines in this document remain unchanged. Any revision of those targets shall follow the document's review and approval process.

Climate change and emissions

Sasken shall identify and assess material sources of greenhouse gas emissions from its operations and relevant value-chain activities. The assessment shall cover direct fuel use and refrigerant leakage, purchased electricity, and relevant indirect sources such as employee commuting, business travel, purchased goods and services, waste and outsourced services. The EMS Lead shall document the reporting boundary, calculation methods, emission factors, data sources and exclusions so that year-on-year comparisons are consistent and traceable.

Emission reduction shall prioritise avoiding unnecessary consumption, improving operational efficiency, procuring renewable electricity and adopting lower-emission equipment and transport where feasible. Refrigeration and air-conditioning equipment shall be maintained to prevent refrigerant leakage. Renewable-energy certificates and any carbon credits used for residual emissions shall be recorded separately from operational reductions, with evidence of ownership and retirement or cancellation as applicable, to avoid double counting.

Climate-related physical and transition risks, including heat, water scarcity, severe weather and changes in energy supply, shall be considered in environmental risk

assessments and relevant business-continuity planning. The EMS Lead shall propose measurable reduction actions and monitor progress against the approved objectives.

Energy use

Sasken shall measure electricity and fuel consumption by source and location, distinguish renewable and non-renewable energy, and review both total consumption and suitable intensity indicators. Renewable electricity directly procured and electricity supported by renewable-energy certificates shall be identifiable in the supporting records.

Energy conservation shall be integrated into the operation and procurement of lighting, air-conditioning, office equipment, laboratories and IT infrastructure. Measures shall include energy-efficient equipment, appropriate operating schedules and temperature settings, preventive maintenance, occupancy-based controls and power management wherever feasible. Consumption variances and avoidable energy losses shall be investigated through the monthly MIS review, with corrective actions assigned and tracked.

Water consumption and stewardship

Sasken shall monitor water withdrawal and consumption by source and location, and record treatment, reuse and discharge where applicable. Sites shall assess water availability and water-related risks, maintain meters or documented estimates where metering is unavailable, and retain supporting records. Water balances shall be used where practicable to identify losses and improvement opportunities.

Sites shall reduce freshwater demand through leak detection and repair, efficient fixtures, responsible operating practices, rainwater harvesting and reuse of treated wastewater for suitable non-potable purposes where feasible. Reuse shall be subject to appropriate quality controls, and potable and non-potable systems shall be managed to prevent cross-contamination. Wastewater treatment systems shall be operated and maintained to prevent untreated discharge and meet applicable consent conditions. Water-quality testing and abnormal-consumption investigations shall follow the existing EMS monitoring arrangements.

Resource efficiency and responsible procurement

Sasken shall apply the existing Refuse, Reduce, Reuse and Recycle principles to equipment, materials, paper, packaging, consumables and other operational resources. Procurement decisions shall consider need, durability, repairability, energy and water efficiency, recycled content, packaging reduction and end-of-life recovery, as appropriate to the purchase.

Asset life shall be extended through preventive maintenance, repair, redeployment, refurbishment and responsible donation where suitable. Digital workflows and controlled printing shall reduce paper use. Reusable packaging, supplier take-back and resource-recovery arrangements shall be preferred where practicable. Reuse, donation and recycling of IT assets shall follow information-security and data-sanitisation requirements. Resource-efficiency initiatives and green-procurement performance shall be tracked against the existing objectives and approved definitions.

Waste management

Sasken shall manage waste in the order of prevention, reduction, reuse, recycling, appropriate recovery and responsible disposal. Waste streams shall be identified and segregated at source, including food and other biodegradable waste, paper, plastics and

packaging, e-waste, batteries, hazardous waste and other site-specific waste. Hazardous and incompatible wastes shall be kept separate in designated, labelled storage areas with controls to prevent spills, leakage and contamination.

Food and other suitable biodegradable waste shall be directed to controlled composting or other appropriate recovery routes where feasible. Recyclables, e-waste, batteries and hazardous waste shall be handed over only to appropriately authorised or registered handlers as applicable. The responsible site team shall verify vendor credentials and retain quantities, handover records and recycling, recovery or disposal evidence. Open burning, uncontrolled dumping and mixing of hazardous waste with general waste shall not be permitted.

Waste generation, reuse, recycling, recovery, landfill diversion and residual disposal shall be monitored by waste stream and location where data are available. Reported diversion shall be supported by destination evidence and shall distinguish recycling from other recovery routes. The existing circularity and zero-waste objectives shall guide improvement actions; any claim of achieved zero waste to landfill shall be supported by verified disposal and diversion records.

Single-use plastics

Sasken shall implement its existing commitment to eliminate single-use plastics in operations through procurement and service controls covering offices, pantries, cafeterias, meetings, events and vendor deliveries. Sites shall identify single-use plastic items, prevent the purchase and use of prohibited items, and replace avoidable disposable items with safe, durable and reusable alternatives wherever feasible.

Supplier and catering requirements shall promote refill systems, reusable serving ware, returnable transport packaging and reduced plastic packaging. A biodegradable or compostable label alone shall not establish suitability: relevant product evidence and an available collection and treatment route shall be considered before adoption.

Where a plastic item is necessary for safety, hygiene, technical protection or another justified purpose and no suitable alternative is available, the responsible function shall document the need and obtain review by the EMS Lead. Any exception must remain legally permissible, be time-bound and be reviewed for replacement. Remaining plastic waste shall be segregated and routed to appropriate authorised collection, recycling or disposal. Sites shall record plastic purchases or usage where feasible, waste quantities and progress in substitution.

Accountability monitoring and review

The EMS Lead shall coordinate implementation, maintain the environmental action plan and consolidate performance information. FMS site teams shall manage operational controls and retain site records. Procurement and logistics shall incorporate relevant requirements into supplier selection and purchasing. IT and other asset-owning functions shall support efficient asset use, repair, reuse and responsible end-of-life handling. Employees, contractors and service providers shall follow site controls, avoid waste and report environmental incidents or opportunities for improvement.

Monthly MIS reviews shall consider emissions, energy use, water consumption, resource-efficiency actions, waste generation and recovery, and single-use plastic reduction, using the existing targets and available site data. Missing or estimated data shall be identified

transparently. Material deviations shall result in a documented corrective action with an owner, due date and follow-up. Environmental incidents, spills and non-compliance shall be reported and handled through existing incident, escalation and emergency-response arrangements.

Employees and relevant contractors shall receive role-appropriate awareness and training on these commitments. Supplier engagement shall address data quality and environmental controls where relevant. The existing annual environmental risk assessment, legal-compliance evaluation, management review and policy-review arrangements shall be used to evaluate effectiveness and approve improvements. Records and external disclosures shall follow this document's retention and reporting requirements.

Objective

The primary objective of this policy is to identify and mitigate environmental risks while seeking opportunities to implement green solutions and projects across Sasken's India offices. This approach aims to create a positive impact on the environment, recognizing that there is no alternative to Planet Earth.

To ensure that our Sustainability practices & green projects are conducted in a manner to achieve

Reduction of Environmental Degradation: Minimize environmental degradation and enhance positive environmental impacts through sustainable business operations and practices.

Regulatory Compliance: Adhere to all relevant regulatory requirements, including central and state-level regulations such as Pollution Control Board consents, Municipal Corporation laws, Electricity Board regulations, Waste Management rules, fire and building operation standards, and EHS (Environmental, Health, and Safety) regulations.

Specific Sustainability Goals:

a) Achieve carbon neutrality at corporate head office by 2030 (ahead of the national goal of 2070).
b) Become a water neutral corporate head office by FY 26-27
c) Meet 100% of energy needs through renewable energy (wind or solar) at all Indian campuses on a year-on-year basis with a Ratio of 80:20 , where 80% is sourced green energy and 20% is i-REC certification
d) Recycle or repurpose at least 70% of total waste annually.
e) Conduct employee and community awareness programs at all Indian locations on a yearly basis.
f) Perform annual environmental risk and opportunity evaluations (AI-Register) across all Indian locations.
g) Effectively address the requirements of stakeholders and third parties.
h) Deploy Green-Leasing concept to expand business operations into Green Certified buildings at all branch offices in India.
i) Curate dedicated sustainability budget /funds for green practices/ project YoY- 11-15 % of total Opex budget (FMS)
j) Achieve ZWTL (Zero Waste to Landfill) status for the corporate head office by FY 26-27
k) Embed circular economy principles across Sasken’s operations—promoting reuse, repurposing, take-back programs, and material recovery.
l) Develop closed-loop partnerships with suppliers for packaging, production by-products, and recyclable materials.

Focus Area

We commit to focusing our Sustainability efforts in the following areas:

- 4R's of Environmental Responsibility: Refuse, Reduce, Reuse, and Recycle
- Compliance with Legal and Regulatory Requirements
- Environmental Risk and Opportunity Assessment: Evaluation of aspects and impacts
- Natural Resource Conservation and Execution of Green Projects
- Measurement of Carbon Footprint and Water consumption
- Responsible Consumption and Efficient Waste Management
- Sustainable Reduction of Plastic and Paper Consumption
- Green Procurement: Prioritizing eco-friendly/recycled products, energy-efficient and star-rated equipment, and the use of recycled, non-toxic consumables and chemicals
- Adoption of clean, energy-efficient technologies
- Integration of telemetry and digital monitoring systems for resource use
- Supplier compliance with Sasken Sustainable Standards
- Shifts to compostable, biodegradable, reusable, or recycled-content packaging/storing needs.

- Elimination of single-use plastics in operations
- Implementation of repair, reuse, refurbish, and resource recovery models
- Waste-to-value conversion through certified recyclers
- Closed-loop vendor partnerships for recovered materials reuse
- Adopt concept of donation for used items to increase the life of product

Implementation and Monitoring

S.no	Point	Description	Responsibility
1	EMS Lead Coordination	The EMS lead is responsible for coordinating with stakeholders and team members to implement sustainability activities and projects across all India offices.	EMS Lead
2	EMS Objectives	EMS objectives are set at the functional level (Facilities Management Team) annually, with specific targets communicated to the team for achievement	EMS Lead
3	Data Collation	Various team members collect data on environmental aspects, which is used to create matrices and analyses presented during MIS meetings, management reviews, audits, etc.	All Team members (FMS /GQSEIT)
4	Progress Monitoring	Progress on objective targets is monitored and discussed during monthly MIS meetings.	All Team members (FMS /GQSEIT)
5	Environmental Programs & Monitoring	Carbon footprint measurement, Aspect Impact evaluation, Environmental Management Programs, and effective waste management (including donation drives) are conducted periodically to assess sustainability performance and derive improvement actions.	EMS Lead, supported by all FMS team members as and when required.
6	PDCA Model Application	The PDCA (Plan-Do-Check-Act) model is applied to implement sustainability processes, practices, and actions.	All Team members (FMS /GQSEIT)
7	Aspect and Impact Risk Assessment	Risks identified through Aspect and Impact Methodology are converted into opportunities for mitigation plans or green project implementations.	EMS Lead
8	EMS Parameters Monitoring	Specific EMS parameters like water & food test samples, STP water, DG stack, and noise monitoring are conducted at fixed intervals as outlined in the relevant processes.	Relevant Team members – P&M executive, soft services executives etc.
9	Green Project Monitoring	Ongoing projects and parameters are monitored continuously by various team members, with data presented during MIS meetings. If targets are not achieved, an improvement action plan is to be developed.	Relevant Team members
10	Prakriti Group Involvement	The Prakriti Group, a volunteer organization within Sasken, supports projects and activities aimed at raising awareness among employees and the community on environmental issues, as per the Environmental Days Calendar. The Prakriti webpage is updated with relevant information as needed.	EMS Lead & Prakrit Team Members - P&M executive, soft services executives etc.
11	Awareness (Induction on Sustainability)	To enhance our EMS performance, induction on sustainability gets conducted for new joiners of the company for their effective participation	EMS Lead with the help of L&D team
12	Communication and Awareness	Various EMS drives workshops to be organized and posters and Emailers to be sent to employees to celebrate environmental days, as and when feasible as per Environment calendar . Employee Training: Conduct	EMS lead with the help of Marketing team

		regular environmental awareness training for all employees to ensure they understand the organization's sustainability goals and their roles in achieving them – i.e Induction for new joiners. Stakeholder Engagement: Engage with stakeholders (employees, customers, investors) to communicate sustainability initiatives and gather feedback	
13	Sustainable Production Integration	Responsible implementation of sustainable practices across all production-related partners, including energy efficiency, raw material optimization, and waste minimization.	EMS-lead, PLC (Vendor Management Team)
14	Circularity & Resource Recovery Initiatives	Identification of opportunities to convert waste into value, including take-back systems, reuse models, and material recovery.	EMS-lead, FMS, Teams

Compliance with Legal Requirements

Sasken conducts annual evaluations of legal compliance checklist covering applicable environmental laws, permits, and consents.
- Evaluations will be coordinated by the EMS Lead with input from the various industry forums.
- Findings, deviations, and corrective actions will be documented in a Legal Compliance Register.
- Summary results will form part of MIS reviews.

Sustainable Production & Packaging Guidelines

Sustainable Production

- Use green-certified energy in all production processes wherever possible
- Reduce hazardous substance use in all upstream activities
- Adopt water-efficient systems and continuous monitoring technologies
- Ensure third-party production partners meet Sasken's EMS requirements

Supplier Sustainability Requirements

Suppliers must: Follow Sasken's Supplier Code of Conduct

- Use environmentally responsible materials and processes
- Share environmental data for Sasken's reporting purposes
- Participate in circularity and waste-reduction programs

Circularity & Zero Waste Framework

Circular Design

- Designing systems, processes & strategies that minimize waste and support long-term reuse and recovery.
- Reuse & Recycle strategies
- Extending life of equipment, furniture, and assets through repair ,refurbishment and Donation.

Material Recovery Systems

- Recovering valuable resources (metals, plastics, electronics) for reintegration into cycles, with the help of authorized scrap dealers
- Waste-to-Value Conversion via donation to recyclers & NGOS
- Utilizing certified partners for recycling, composting, and recovery of materials.

- Engaging suppliers to participate in Supplier feedback Surveys.

Circularity KPIs

- Waste diversion rate (% diverted from landfill)- 80%
- % of total materials reused or recovered -70%
- Carbon footprint reduction via circular interventions – 70% & above compared to base line year (2018)
- Green procurement ratio- 11 to 15% of total annual budget (FMS)

Reporting and Communication

- We regularly communicate the progress and impact of our Sustainability initiatives to stakeholders through:
- Company Annual report
- BRSR and ESG reports
- Newsletters and internal communications (mailers and Prakriti Web page)
- Buzz Via social media channels like LinkedIn
- Public disclosure via company website

Review and Amendments

This Sustainability process will be reviewed annually to ensure its relevance and effectiveness. Amendments may be made as required by law or in response to evolving social and business needs.

PII and Document Retention

All the relevant personal information of relevant stakeholders collected during the implementation process will be restricted to only use of implementation of the process & same will be deleted after required use. All the data collected for analysis (hard and soft copy) will be retained for 10 years and then safely discarded, thereafter (Expect Legal document: will be retained forever as per required by law)

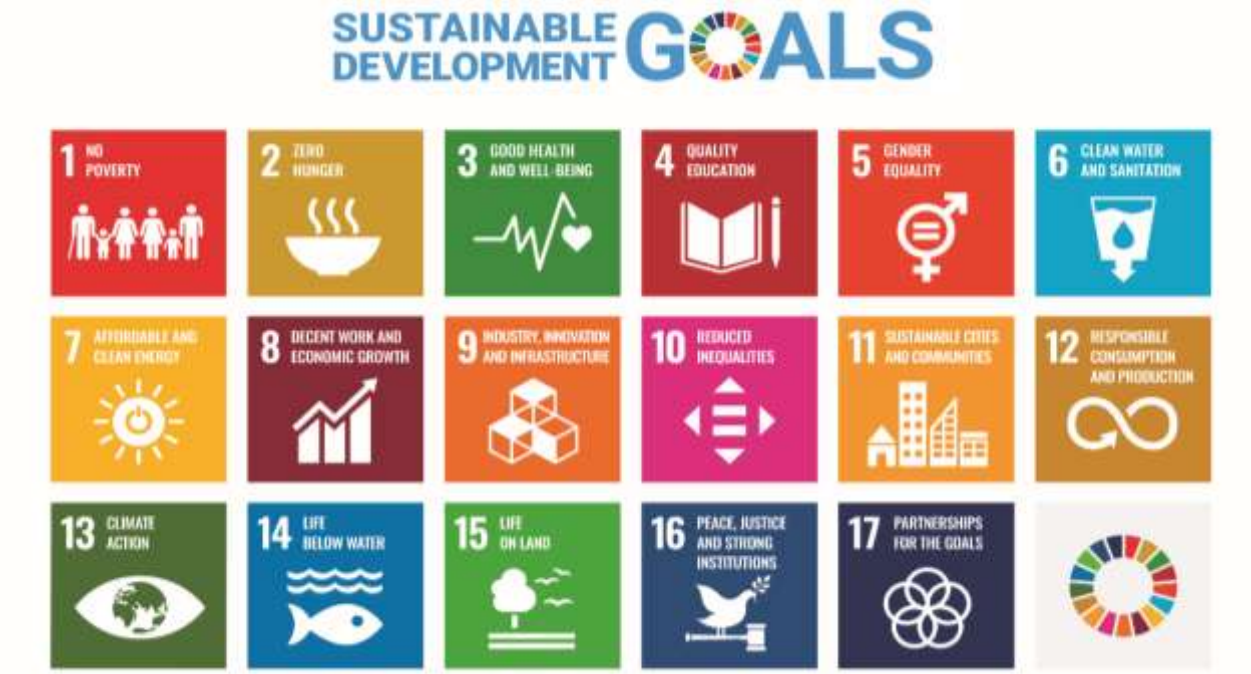
Definition on Terms

Term / Abbreviation	Definition / Expansion
SDG, UN	United Nation's Sustainable Development Goals
NGO	Non-Govt Organizations
4 R's	Refuse, Reduce, Reuse & Recycle
3rd party	Any external party who is concerned due to Sasken business - Neighbors, vendors, contractors etc.
BRSR, ESG	Business Responsibility and Social Responsibility; Environment, Social & Governance
EHS	Environment, Health & Safety
EMS	Environment Management System
AI Register	Aspect and Impact Register
PDCA	Plan-Do-Check-Act
FMS	Facilities Management Services
GQSEIT	Global Quality Security Environment Implementation Team
ZWTL	Zero Waste to Landfill
i-REC	International Renewable Energy Certificate
PLC	Procurement & logistics

References

1. Aspect and Impact Methodology: EMS Aspect and Impact Management Process
2. Sasken Integrated Management System Policy

3. Integrated Waste Management Process: Waste Management Process
4. Communication process: EMS Communication Process
5. Legal requirement: Legal Compliance Requirements
6. Health and Safety: ENVIRONMENTAL, OCCUPATIONAL HEALTH & SAFETY AND SOCIAL POLICY
7. Our initiatives on Environmental sustainability shall be mapped to one of the 17 SDG's sustainable Development goals



Credit- https://commons.wikimedia.org/wiki/File:Sustainable_Development_Goals_jp.svg

Templates

Please follow this path to access below: Interweb > SMS > ESG > Environmental Sustainability Management Process:

- SMS > ESG > ENSMTP1-Carbon Footprint Measurement Template
- SMS > ESG > ENSMTP2-Operations Data Collection Template
- SMS > ESG > ENSMTP3-UN-Sasken Decade Plan for Climate Action 2021–2030
- SMS > ESG > ENSMTP4-Sustainable Production, Packaging & Circularity Assessment Template