

# UKG Global Environmental Policy

Taking account of our business needs, customer requirements and the desire to minimize adverse impacts on the environment, we maintain our facilities and run our business operations in a responsible manner.

UKG's primary environmental impacts relate to the company's own energy consumption as well as the energy consumption of its hardware products; business travel; and the consumption of natural resources through its own activities and its procurement processes.

UKG with the cooperation of its employees, contractors, and suppliers, is committed to environmental management through:

## 1. Environmental Protection

Participating in efforts to improve environmental protection and the sharing of appropriate knowledge, methods and working practices

## 2. Continual Improvement Performance

Monitoring and continually improving performance to help protect the environment, including pollution prevention

## 3. Consumption

Managing the consumption of energy, water, paper and other resources used by UKG in its day-to-day operations.

## 4. Identifying Opportunities

Identifying opportunities to divert, minimize, reuse and recycle our waste stream

## 5. Incorporating Environmental Considerations

Incorporating environmental considerations into procurement processes.

## 6. Environmental Issues

Considering environmental issues when leasing or purchasing property

## 7. Promoting Adoption

Promoting staff adoption of alternative and sustainable commuter transport options

## 8. Business Travel

Striving to reduce business travel and promote alternatives wherever practicable

## 9. Informing Stakeholders

Keeping our internal and external stakeholders informed about UKG's environment, health and safety performance

## 10. Compliance to applicable Laws

Committing to comply with applicable environmental laws and regulations, as well as other standards to which UKG subscribes

## 11. Education

Educating our employees about the steps UKG is taking to help protect the environment and providing channels for employees to contribute to our efforts

UKG's Green Team is responsible for the implementation and oversight of this policy. The Green Team, which is comprised of employees from UKG's various business units, meets regularly to review UKG's progress and status on environmental issues and makes recommendations related to this policy and other environmental initiatives. Representatives of the Green Team provide regular updates and reports to the Director of Compliance.

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## Frequently Asked Questions

This section provides answers to common question regarding procedures implemented by UKG to comply with the UKG Global Environmental Policy.



### Q: What does UKG do to reduce water consumption?

A: In an effort to reduce water consumption, touchless water faucets and automatic flush toilets are used in all restrooms. .

### Q: What recycling initiatives has UKG implemented?

A: UKG partners with Waste Management Companies to support all our recycling needs. All office spaces are set up with a recycling bin and waste containers at each desk and in common spaces.

### Q: How does UKG promote energy consumption by employees?

A: To reduce the amount of electricity used, employees are instructed to shut off lights, computers, monitors and any other equipment when not in use or leaving the office for the night and/or weekend.

### Q: How does UKG reduce energy consumption through technology?

A: An automated Energy Management System is used to control the HVAC and lighting functions throughout office spaces, allowing the temperature set points and lighting schedules to be properly set for occupied and unoccupied times. In addition, occupancy sensors in conference rooms and private are installed where applicable.

### Q: What power saving management capabilities has UKG implemented?

A: All equipment that is purchased and installed by UKG or one of our partners is ENERGY STAR rated.

### Q: How does UKG reduce energy consumption in our Data Centers?

A: Business IT use is increasingly being centered in the cloud. Data center server, switch, and router products enable energy-efficient cloud compute and connectivity provisioning.

### Q: How does Data-Life Cycle Management promote the reduction of energy consumption?

A: The priority of business application dictates the performance of storage, back up frequency schedules and retention. Back up resources and storage maximization is done through data deduplication to eliminate duplicate copies of repeating data for backups. The backup storage devices allow selected data to be stored for a predetermined amount of time. Once data is at the end of its life cycle data shredding techniques are used and the disks are physically destroyed to obtain a certificate of destruction.

### Q: How does Server virtualization reduce energy consumption?

A: UKG is currently using blade server technology, reducing the carbon footprint of our server environment. This practice will reduce the amount of electricity and cooling used by a factor of four.

### Q: Does UKG Promote the use of meeting and collaboration technologies?

A: UKG promotes the use of robust meeting and collaboration technologies, technologies enabling employees to meet with each other and with customers and partners around the world without the productivity loss, work-life impact, or greenhouse gas emissions of physical travel.

### Q: How does UKG dispose of electronic waste?

A: UKG has partnered with local vendors for annual or recurring e-waste pickups.