

## Purpose

The Directors and management of Multhana Property Services recognize and acknowledge that the nature of the business operations may have an impact on the environment and that legal and moral obligations must be addressed to avoid environmental damage, impact or deterioration. The company is committed to compliance with environmental/sustainability management legislation and regulations, and to the modification of its business practices as legislation and regulations evolve. Multhana Property Services will work with our clients, local communities, contractors and suppliers to achieve sustainable environmental practices.

## Objective

Multhana Property Services undertakes Environmental risk assessments and impact statements to identify potential environmental hazards that are associated with our operations. Multhana has analysed the outcomes of the assessments and determined the following objectives:

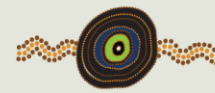
- Reduce and limit chemical types, and where possible, opt for non-hazardous/dangerous types. Chemicals are to be risk assessed as required.
- Undertake energy and waste audits to find efficiencies across our operations. Generate a reduction in the emission of Greenhouse gases into the atmosphere.
- Incorporate the recycling of all wastepaper, glass, plastic, aluminium and byproducts i.e., building materials/usable waste, into daily operations. Achieve a reduction in landfill.
- Manage waste and use waste reduction strategy to reuse, repurpose or eliminate waste. Deposit recyclable materials for collection i.e., glass, photocopy/printer toner, batteries, e-waste, paper and plastics. Reduce packaging material used in our operations.
- Ensure the correct disposal of Regulated Waste.
- Economize and look for viable reductions in our Carbon Footprint – review work process and evaluate usage rates for Fuel, Energy, Water, etc.
- Use energy efficient vehicles and equipment.

## Our Commitment

Multhana Property Services is committed to minimizing any adverse impact on the environment in which we work and contributing to environmental sustainability.

Through continual improvement, Multhana Property Services seeks to contribute to sustainable development of our clients' sites. Multhana Property Services is committed to complying with all national, state and local legislation.

We will measure our environmental impact in the areas of energy consumption, waste generation and water consumption. We will set targets and minimize our current and future impact on the Environment. We will share these targets and performance with employees, clients and customers. We will report transparently to our staff, our clients, local communities and suppliers on our goals, actions and achievements.



## Company Responsibility

We will strive to improve our environmental performance through implementation of our Environment & Sustainability Policy and Procedures. Management is accountable for the implementation and management of this policy in their areas of influence, specifically they are responsible for:

- Compliance with Company Policy and Procedures;
- The development of procedures and promoting the benefits to staff, contractors and clients;
- Training employees and line managers;
- Using company resources, preferred suppliers and contacts to meet our environmental commitment.

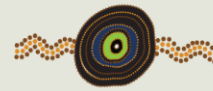
## Employee, Contractor, and Supplier Responsibility

The primary issues that will be considered at all times are:

- The prevention of pollution of the atmosphere, the land and the immediate surroundings on and in which business operations are carried out;
- Wherever possible and practicable, the recycling of waste;
- Where recycling is not possible or practicable, ensuring that waste is disposed of in a manner which protects the environment.

Employees working in an office are encouraged to consider the following:

- Filing electronically, rather than in hard copy, to reduce the amount of paper used as part of our commitment to digital records management;
- Reducing the amount of print copies of documents produced;
- Printing double-sided for internal documents, whenever possible;
- Using office paper that is carbon neutral, recycled and/or has an environmental sustainability rating;
- Purchasing 'fair trade' consumables, if available;
- Ensuring non-essential office lighting is switched off overnight and on weekends;
- Ensuring printers, fax machines and computers are turned off on weekends and holidays;
- Encouraging staff to use window blinds to regulate the temperature of their offices, particularly during summer months;
- Considering the amount of packaging when purchasing office supplies.



All employees are responsible for ensuring the environment is protected from damage at all times and will take immediate action to minimise environmental impacts. Employees are also encouraged to discuss, with managers and supervisors, changes to existing practices that will help in avoiding environmental damage or deterioration and contribute with ideas that will improve our environmental performance.

A handwritten signature in black ink that reads "Joe Wallace".

**Joe Wallace**

Managing Director

4th January 2024