



Fuji Xerox New Zealand Sustainability Policy



Version 3.0

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Policy Document Owner: Sustainability Manager

Policy Contact: Legal



Revision History

Version	Approval Date	Description of revision	Revised by	Approved by
1.0	17 November 2017	Document created.	Juhi Shareef	SLT
2.0	28 May 2019	Reviewed and reformatted.	Emma Harding	MD
3.0	15 January 2020	Reviewed and updated.	Chris Tobias and Jess Smit	MD

Note: Version uncontrolled when downloaded or in hard copy. Check you are using the latest version.

1.0 Purpose

1.1 As a leading information technology company with branches and facilities across New Zealand, Fuji Xerox New Zealand (**FXNZ**) is committed to becoming a global leader in sustainability innovation.

2.0 Scope

2.1 All Fuji Xerox New Zealand sites in New Zealand.

3.0 Policy

3.1 We consider sustainability to be a balanced, long-term approach to economic activity, environmental responsibility and social progress supported by sound corporate governance.

3.2 We recognise that our activities, the services we provide and the products we sell, have an impact on the economy, society and on the environment.

3.3 **We will conform to all sustainability related legislation and regulation including and environmental requirements applicable to our business operations.**

3.4 To manage these risks and opportunities and as the foundation of our Sustainability Strategy, we maintain a Sustainability Management System (**SMS**).

- i. Our SMS enables us to systematically measure and manage our material and significant sustainability issues by providing a framework for developing and maintaining: policy statements; objectives; key performance indicators; management plans and procedures.
- ii. Fuji Xerox New Zealand sustainability issues include, but are not limited to: ethics and corporate governance; leadership; diversity; internal skills and training; customer satisfaction and employee engagement; technology and innovation; financial performance; and corporate social responsibility including sponsorship, volunteering and charitable giving; energy and carbon; resource management including paper consumption, product stewardship and waste management; and sustainable procurement.
- iii. We shall continuously improve our sustainability performance through our SMS.
- iv. We adhere to all applicable sustainability compliance requirements.
- v. Our SMS meets the requirements of ISO 14001:2015, is aligned with relevant Fuji Xerox-wide objectives, UN Sustainable Development Goals and the ten principles of the UN Global Compact.

3.5 We support our customers to meet their sustainability goals by continuously improving the sustainability performance of our products and services and creating innovative solutions to improve their businesses.

3.6 We commit to leadership in sustainability innovation through strategic partnerships.

3.7 **We work towards maintaining and improving our product stewardship scheme as we commit to zero waste to landfill.**

- i. As part of our contribution to a circular economy and commitment to our Ministry for the Environment-accredited Product Stewardship Scheme, we offer a service to customers to collect Fuji Xerox machines, used spare parts, and toner and developer cartridges for re-use, repurposing and recycling.

- 3.8 We are committed to the protection of the environment and the prevention of pollution from our activities, and will work with our customers to ensure Fuji Xerox machines, used spare parts and toner and developer cartridges are managed in accordance with our Product Stewardship Scheme. We understand the risks posed by climate change and aim to be net-zero carbon by 2030. To support this target we will set targets consistent with keeping within **1.5° of** warming and publicly report and measure our greenhouse gas emissions as per our commitment as a signatory of the Climate Leaders Coalition.
- 3.9 Where our activities have the potential to impact biodiversity we manage our activities to ensure biodiversity and habitats thrive.
- 3.10 We engage with our stakeholders internally (including our people, board, Asia Pacific Office and head office in Japan) and externally (including our customers, suppliers, partners, Government departments, Non-Governmental Organisations, Iwi, charities and the media) to identify and prioritise our sustainability issues across our value chain.
- 3.11 We encourage sustainability awareness and build capacity through engagement, training and communication with our key stakeholders.
- 3.12 We adhere to the sustainability principles of integrity, inclusivity, transparency and stewardship, reflected in our Team Charter.
- 3.13 We maintain our sustainability certifications including ISO 14001:2015.
- 3.14 We will transparently communicate our performance through an **annual, concise format sustainability** reporting to **GRI Standards**.
- 3.15 **Green purchasing policy has been mainly incorporated in the Sustainable Procurement Policy that was updated earlier this year.**
- 3.16 This sustainability policy is updated annually and when required to ensure relevance. It is made available to the public via the Fuji Xerox New Zealand web site and to all employees via the intranet. Any queries should be directed to the Corporate Sustainability Manager.