



# Fuji Xerox New Zealand Sustainability Policy

Version 4.0

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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
4.0	7 September 2020	Reviewed and updated.	Chris Tobias and Claire Lacina	GM Legal & HR

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 FXNZ 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 regulations including environmental requirements applicable to our business operations.

3.4 Our Sustainability Strategy guides our focus, and is underpinned by a Sustainability Management System (**SMS**) to help manage risks and opportunities. Some key aspects of which are noted as follows:

- 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. Our sustainability issues include:
  - a. ethics and corporate governance;
  - b. leadership;
  - c. diversity;
  - d. internal skills and training;
  - e. customer satisfaction;
  - f. employee engagement;
  - g. technology and innovation;
  - h. financial performance;
  - i. corporate social responsibility including sponsorship;
  - j. volunteering and charitable giving;
  - k. energy and carbon;
  - l. resource management including paper consumption;
  - m. product stewardship;
  - n. waste management and recycling; and
  - o. 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, which is aligned with Fuji Xerox 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 (**MfE**) Product Stewardship Scheme outlined below, we offer a service to customers to collect our machines, used spare parts, and toner and developer cartridges for re-use, repurposing and recycling.

#### **Product Stewardship Scheme**

- a. The purpose of this Product Stewardship Scheme is to reduce the adverse environmental impact of our equipment and consumables by ensuring an appropriate channel for recycling and resource recovery.
- b. We have the goal of maintaining 99.5% diversion of waste to landfill (by weight) through this Scheme in accordance with our MfE Accreditation.
- c. We are committed to the protection of the environment and the prevention of pollution from our activities and will engage and work with our customers to ensure our machines, used spare parts and toner and developer cartridges are managed in accordance with our Scheme.
- d. As a company, we will cooperate and participate with the e-waste regulatory co-design process together with MfE and industry partners towards writing the next chapter for our company's product stewardship.
- 3.8 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°C or below of global 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 and Environmental Choice Eco-Labeling.
- 3.14 We will transparently communicate our performance through an annual, concise format sustainability reporting to GRI Standards.
- 3.15 We support sustainable procurement and engaging with our suppliers as detailed in our Sustainable Procurement Policy and Supplier Code of Conduct.
- 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.