



**WE CARE | ENDAVA'S
APPROACH TO
SUSTAINABILITY & ESG**
ENDAVA PLC | JANUARY 2022

TABLE OF CONTENTS

1	<u>INTRODUCTION.....</u>	<u>3</u>
2	<u>PURPOSE.....</u>	<u>3</u>
3	<u>SCOPE.....</u>	<u>3</u>
4	<u>WE CARE APPROACH & PRINCIPLES.....</u>	<u>3</u>
5	<u>ENVIRONMENTAL IMPACT.....</u>	<u>3</u>
6	<u>SOCIAL IMPACT.....</u>	<u>5</u>
7	<u>GOVERNANCE.....</u>	<u>7</u>
8	<u>WORKING PRACTICES.....</u>	<u>8</u>
9	<u>REVISION HISTORY.....</u>	<u>8</u>

1 INTRODUCTION

Endava plc (hereafter, 'Endava' or the 'Company') has a clear and unchanging purpose to create an environment and culture that breeds success, enabling our people to be the best they can be. Endava's We Care principles guide our approach to sustainability & ESG across the business in line with our Open, Thoughtful and Adaptable core values. These values make us distinctive and drive the way we operate as a business. By following these principles, we will build a sustainable business with strong growth, performance, and resilience over the long term.

2 PURPOSE

Endava aims to act ethically, sustainably, and responsibly at all times. We are committed to building the trust and respect of all our stakeholders.

3 SCOPE

These principles apply to all directors, executives, employees, independent contractors, and any other person who performs services for, or on behalf of, Endava and its subsidiaries.

4 WE CARE APPROACH & PRINCIPLES

Our [2021 Sustainability Report](#) outlines our We Care approach, highlighting the five areas of focus that bring our sustainability mission to life: Our People, Social Impact, Operating Responsibly, Innovation & Data Integrity and Environmental Impact. The We Care principles guide the integration of sustainability & ESG into our working environment and business processes.

5 ENVIRONMENTAL IMPACT

We care about the impact we make on the world in which we live and work; we aim to follow sound environmental practices everywhere we operate and to reduce negative impacts of our operations. We recognise that day-to-day operations and services can have both a positive and negative impact on the environment. Endava aims to reduce the environmental impacts of all our activities, by acting sustainably, ethically, and responsibly. We focus on following and promoting good corporate responsibility practices, and on helping our suppliers and customers do the same. This mindful way of operating builds a sustainable business with strong performance and resilience.

This policy provides the basis for the integration of environmental considerations into our working environment and business processes. To ensure awareness and understanding, we plan to proactively communicate our environmental policy to all stakeholders to garner support in its execution. We encourage all Endavans, Company suppliers and customers to be mindful of the environmental impact of their activities and to minimise such impact through regular participation in awareness and training programmes.

We impact the environment through the energy and materials we procure and consume, through the services we produce, and through the waste and greenhouse gas (GHG) emissions we generate directly and indirectly, as well as the energy and heat loss from our operations. As we commit to playing our part in protecting our environment, aiming to do more good than harm, our environmental policy sets the frame that will help us concentrate our efforts in the areas that will have the greatest impact.

We are integrating environmental considerations into all our operations in line with established best practices and international standards. Our strategic environmental objectives include:

1. **Reducing our environmental footprint** – notably how much resources we consume and how much pollution we cause. To reduce our footprint, we seek to reduce consumption and pollution in their various forms:
 - Reducing the consumption of fossil-fuel based energy that contributes to climate change;
 - Reducing the consumption of goods and products from new, non-recyclable, non-recycled, rare earth, and conflict materials;
 - Reducing GHG emissions from own and value chain operations to achieve net zero emissions, accelerating our journey to a net positive impact;
 - Reducing waste, including untreated wastewater and landfilled waste; and
 - Reducing energy and heat losses.
2. **Increasing resource use efficiency** in its various forms:
 - Consuming less energy and materials to generate the same value;
 - Making use of the most environmentally friendly alternatives for resources we need to consume, including transitioning to renewable, green energy in all Endava locations and preventing wasteful use of electricity and other utilities; and
 - Reducing pollution intensity, causing less GHG emissions and waste to generate the same value.
3. **Knowing and assessing environmental risks** on an ongoing basis, preventing and mitigating the occurrence of any such risks.
4. **Creating the necessary conditions** for all employees and business units to be proactive in maintaining and further developing the Company's environmental policy.

We take our environmental responsibilities seriously. We are committed to protecting the environment by complying with, and striving to exceed, laws, regulations, and codes of practice. These are related to GHG emission reduction and pollution prevention from Company operations, as well as reducing the use of all raw materials, energy, and supplies, and increasing the efficiency of resource use and energy consumption. In this regard, we require all our suppliers and contractors to adhere to the Standards of our Supplier Code of Conduct, and we expect similar environmental norms from them.

Moreover, we are committed to bettering our environmental performance, accountability, and transparency in our performance, building trust and respect with our stakeholders. To that end, we commit to establishing a program of continual environmental improvement by implementing, maintaining, and refining an environmental management system in line with ISO 14001:2015 standard, setting goals and commitments, and sharing them with our stakeholders. Progress made will be reviewed annually by the Board as we strive to constantly grow our achievements.

Our focus is on achieving net zero emissions from our organisation and value chain, accelerating our journey to a net positive impact. To that end, we set long-term, measurable goals and subsequent short-term targets to continuously improve on our commitments.

6 SOCIAL IMPACT

6.1 OUR PEOPLE

Our people are at the heart of who we are, and are the foundation of our long-term viability and success.

Our **Code of Business Conduct & Ethics Policy** sets out the legal and ethical standards that must be followed by everyone working for, with or on behalf of Endava and its subsidiaries.

We are an equal opportunity employer committed to maintaining a diverse workforce. Our **Diversity, Inclusion & Belonging Policy** sets out our commitment to identifying and eliminating unfair biases, stereotypes or barriers that may limit people's full participation at work and their access to the opportunity to succeed.

Endava Wellbeing enables our people to grow and stay connected. The programme brings together a wealth of tools and resources organised around four key pillars – Mind, Body, Home and Community.

6.2 CORPORATE SOCIAL RESPONSIBILITY

We care about contributing to the societies and communities we are part of, and more broadly, the Technology and Services industry.

6.3 ENDAVA GIVING

Endava's Giving approach sets out the ways in which Endava gives back:

- Target Endava Giving (time, materials & money) to causes we care about in:
 - Health (funds and pro-bono digital solutions for medical charities);
 - Education (programmes to support IT in schools and colleges);
 - Environment (conservation; carbon offsetting; eco-campaigns) ;
- Connect, coordinate, and concentrate our sustainability & ESG activities to deliver greater impact;
- Leverage our technical expertise as a force for social good; and
- Encourage our people to get involved in We Care programmes and initiatives.

6.4 CHARITY DONATIONS

We support employee fundraising activities and client-sponsored charitable causes where they meet our eligibility criteria in each of our office locations. Donations are made throughout the financial year and requests are reviewed and approved by the Chief Integrity Officer and the Chief Financial Officer. This policy defines the types of donations and the process behind the approval for such donations.

6.4.1 TYPES OF DONATIONS

We support two types of donations:

1. **Fundraising donation - up to £250.** To be eligible for a fundraising donation, an employee must be participating in a one-off sponsored charitable fundraising activity such as a sponsored run, trek, event, or challenge; and
2. **Larger matched donations up to £2,500** may be available for specific project requests.

Both types of donations will be dependent on budget availability and meeting both Endava values and Endava's Giving approach.

Employees may apply for a maximum of one donation per financial year. Where multiple employees are participating in a sponsored charitable fundraising event/volunteering activity, or jointly requesting donations for the same organisation, there will be a maximum limit of £2,500 for the same organisation.

6.4.2 ELIGIBILITY

Which kinds of organisations do we support?

Endava reviews organisations proposed for giving or charity initiatives through several criteria:

- Alignment with Endava's values;
- Alignment with our Giving approach (Education, Environment and Health);
- Registered Charities only;
- Successful Due Diligence; and
- Free of reputational risk.

Which kinds of organisations do we not support?

- Political parties and affiliated groups;
- Religious groups;
- Crowdfunding platforms;
- Privately funded educational organisations which are not a registered charity; and
- Organisations which are contrary to the beliefs and values of Endava and Endava's Giving approach.

6.4.3 DONATIONS TO CLIENT CHARITIES

Employees may apply for a donation request to a client's charity by using the Charitable Donation Application. All requests will require further in-depth review and screening of the proposed charity while taking additional information into consideration:

- If Endava will or is expected to receive a contractual benefit from the donation; and
- If Endava is or is expected to shortly be in contractual negotiations/discussions with a client or proposed client associated with the charity.

Any donation requests to a client supported charity must be only to a registered charity.

6.4.4 ACTIVITIES NOT SUPPORTED FROM THE DONATIONS BUDGET

The following will not be supported from the donations budget:

- Donations in aid of an organisation which you consider a worthy cause, but where you are not involved in direct volunteering or fundraising through your own activity. This should be a personal donation;
- Donations to a friend or colleague's fundraising event or chosen/nominated charity where you are not involved in direct volunteering or fundraising through your own activity;
- Donations requested, or that will be received once an employee has given notice to leave the Company;
- Donations to individuals (the request must be to an organisation as set out above);
- Employer branding events by Endava (relating to tech events, hackathons, job fairs and other events of recruitment and marketing nature);
- Cultural events not aligned with our values and giving approach; or
- Requests for organisations for which we are bidding for work or in circumstances which

could undermine Endava's relationship or reputation/be deemed as inappropriate. Please refer to our [Anti-Bribery Policy](#) and **Conflict of Interest Policy** for more details.

7 GOVERNANCE

7.1 OPERATING RESPONSIBLY

We are committed to acting ethically and with the highest levels of integrity in everything we do. Consistent with our values, everyone at Endava must conduct themselves ethically, honestly, and fairly with our customers, partners, suppliers, colleagues, and others we do business with. Our [Code of Business Conduct & Ethics Policy](#) provides a comprehensive overview of Endava's values and how we embrace them in our daily interactions. It provides a framework for the way we conduct ourselves at work, with insight into how to operate ethically in a range of business situations.

Our [Speak Up Safely Policy](#) ensures that all our people can speak up if they have concerns that we are not meeting the high standards we set for ourselves.

Endava's Board shares collective responsibility for the Company's long-term success with individual members undertaking clearly defined and documented activities on the Company's behalf. Further detail is included in our [Corporate Governance Documents](#).

We have a zero-tolerance policy towards slavery and human trafficking. Our [Modern Slavery Statement](#) demonstrates our commitment to preventing modern slavery and human trafficking within our business and our supply chains.

Our **Health & Safety Statement** supports our commitment to providing the highest practical standards of health and safety at work for employees and other people who may be affected by our activities.

Our supply chain includes an international network of suppliers. We recognise the complexity of long supply chains and have a number of Group policies and procedures that reflect our commitment to operating fairly, ethically, and responsibly as a business, including our:

- [Anti-Bribery Policy](#) - which demonstrates our commitment to conducting business fairly, honestly, and openly. We have zero tolerance for bribery or corruption.
- [Code of Business Conduct & Ethics Policy](#) - which sets out the legal and ethical standards that must be followed by everyone working for, with or on behalf of Endava and its subsidiaries.
- **Procurement Policy (including Supplier Code of Conduct)** - which sets out high-level expectations and acceptable practices for the procurement of goods and services on behalf of Endava.

7.2 INNOVATION & DATA INTEGRITY

Data integrity is at the heart of every successful digital acceleration initiative, which is why we couple technical excellence with a commitment to protecting the assets that our customers, suppliers, business partners and employees trust us with.

Our **CyberSecurity Policy** ensures the confidentiality, integrity and availability of information owned by or in the custody of Endava as well as compliance with applicable data protection laws and regulations in jurisdictions where we operate.

Our **Information Security Policy** demonstrates our commitment to preserving the confidentiality, integrity and availability of all physical and electronic information assets under our care, including individuals’ personal data privacy. We maintain certification of our Information Security Management System to ISO 27001 for all our delivery locations and activities.

Our [Privacy Policy](#) supports the Company’s promise to collect, handle and protect personal data in accordance with global privacy laws.

Our marketing policies and practices align with the European Union’s General Data Protection Regulation. Where we use media partners, such as for online events, we review agreements including relevant data protection clauses and we require our partners to obtain consent from individuals before providing us with any personal information. In these cases, we also provide a link to our [Privacy Notice](#) to ensure people can understand how their data is being used.

We have an established Business Continuity Management System, in line with the international standard for business continuity, ISO 22301:2019.

8 WORKING PRACTICES

Endava’s We Care principles are at the heart of everything we do and are incorporated into our working practices:

- We have established a programme of continual improvement, that sets goals and commitments, and which we share with our stakeholders.
- Our people are encouraged to understand these practices and support Endava in executing them, including participating in appropriate activities.
- Our sustainability and ESG approach and progress will be reviewed annually by the Board as we strive to continually build on our achievements.

9 REVISION HISTORY

Revision	Date of revision	Description of update	Approved by
1.0	05.04.2020	Initial version	Endava plc Board
2.0	06.09.2021	The Charity Donations policy is now incorporated into this policy including guidance on types of giving, eligibility, and exclusions The charity donations policy is now obsolete	Controls and Policy Committee
3.0	25.01.2022	Updated to fully align with the We Care & ESG approach and principles	Controls and Policy Committee
4.0	09.02.2022	Minor revision to statements in environmental section relating to net zero/net positive emissions	n/a