Sequoia Information Services

Annual Sustainability Report 2022

For an interactive experience please scan QR code and hover over image above. Augment Reality developed by Sequoia.

Prelude

On behalf of Sequoia Information Services I would like to invite you to read more about our sustainability policies. We have been working hard to align our operations with the current Sustainable Development Goals (SDG) established by the United Nations (UN) and have made vast adjustments internally and within the services we offer clients. We strive for continual improvement and we believe sharing our progress will help us to create ideas and generate a sustainable future for all!

Corporate Structure

Sequoia Information Services

TEMPUS · Allander · paramount printers.co.uk · FARQUHARPRINT

MANAGEMENT TEAM

Bob Dryburgh
Chief Executive Officer
07899945200
bob.dryburgh@tempusime.com

Jim Comerford
Chief Technology Officer
07946678472
jim.comerford@tempusime.com

Richard Skedd
Customer Services and Operational Director
07903308725
richard.skedd@tempusime.com

Elliot George
Innovation Director
07980762280

HEAD OFFICE

12 South Charlotte Street
Edinburgh
EH2 4AX

0131 516 5678
info@sequoiainformation.co.uk
sequoiainformation.co.uk

Contents

Our New Focus for Sustainability.....3

OUR VISION.....3

GROWTH STRATEGY.....3

CORE VALUES.....3

SEQUOIA ACHIEVEMENTS.....3

MILESTONES.....4

FUTURE GOALS.....4

Sustainable Development.....5

CARBON OFF-SETTING JOURNEY.....5

SUSTAINABLE STRATEGY.....5

PRINT.....5

SOFTWARE.....5

Social Impact and Governance.....6

Customer Experience.....6

SUSTAINABILITY SOFTWARE.....6

SUSTAINABILITY NETWORKS.....6

Our New Focus for Sustainability

Sequoia Information Services

OUR VISION

Sequoia Information Services is passionate about creating a sustainable future that will support the growth of our own operations as well as that of our clients. In this past year the Sequoia team have presented a wide range of innovative ideas to our clients. These include, offering sustainable print options, digital integration and software solutions that will support sustainable improvements both internally and for our client's. We are working hard to address and contribute to all 17 of the UN Sustainable Development Goals. We are focusing on developing solutions to increase carbon conscious behaviours at every level of the supply chain, through digital integration, communication and sustainable strategy.

GROWTH STRATEGY

Following the acquisition of 4 firms in the last couple of years, we have been working to fulfil our sustainable and social goals and align practices throughout these businesses. This gives our clients access to new innovative solutions, to optimise operations and consider sustainability throughout the supply chain.

CORE VALUES

- Conduct operations with sustainability as a core value
- Maintain a fair & equal workplace to foster innovation
- Work with accredited bodies to fulfil goals

4 **NEW** Acquisitions

100% Carbon Neutral Operations

Launches cost-effective, off-the-shelf Traceability & Sustainability Platform

800% **INCREASED REVENUE**

Student Engagement

SEQUOIA ACHIEVEMENTS

In 2021 we established goals and milestones in support of our sustainability strategy. We have gone above and beyond these goals and look forward to growing further. With Environmental and Social Governance (ESG) being a major influencing factor in business strategy rather than just an afterthought, we offer integrated solutions that are built with this in mind. These ESG goals are also an integral factor in our internal operations. We have been working hard to address and implement the 17 UN SDGs, of which we have achieved 10 and aim to address more within the next year.

Sequoia Information Services

MILESTONES

The acquisitions of printing firms Allander, Paramount and Farquhar in December 2020, allowed us to bring together people with a shared passion for delivering innovative and cost-effective solutions to our clients.

In January 2021 we developed our first digital sustainability platform. After working closely with Fortnum and Mason, we established a full custom system to fulfil their sustainability goals and trace their suppliers from 'farm to fork'.

In April the group took the decision to calculate our own internal generated carbon emissions to establish our impact on the environment. The next step was finding a project to support the off-setting of our emissions. In August 2021 our emissions were fully offset and we became a carbon neutral firm. This generated interest within our network and led to interest from our clients and partner firms with some requesting assistance in the carbon offsetting process.

December 2020
Allander, Paramount and Farquhar acquired by Tempus

Allander · paramount printers.co.uk more than just ink on paper · FARQUHARPRINT

January 2021
First environmental traceability system approved

FORTNUM & MASON EST 1707

April 2021
Decision to calculate firm carbon emissions

July 2021
Carbon emissions were calculated with our partner Earthly

EARTHLY | CLIMATE POSITIVE BUSINESS

August 2021
A VCS and CCBS certified project was selected and operations are carbon offset

Verified Carbon Standard A VERRA STANDARD

Climate, Community & Biodiversity Standards A VERRA STANDARD

September 2021
Improvements to environmental traceability system, to accommodate laws regarding plastic packaging

April 2022
Invite to the Scottish Parliament to share sustainable perspectives

The Scottish Parliament
Pàrlamaid na h-Alba

May 2021
A partner firm reaches out for assistance with their carbon calculations

AVC One

FUTURE GOALS

5 GENDER EQUALITY

2023 Goal
50% female employees

2021-2022
25% female Employees

Up 15% from 2020

8 DECENT WORK AND ECONOMIC GROWTH

2023 Goal
Join the **B Corp** Community

2021-2022
Certified **carbon neutral firm**

Carbon **down 100%** from 2020

Sustainability Development

Sequoia Information Services

CARBON OFFSETTING JOURNEY

The first step in our carbon off-setting journey was to measure all the carbon associated with our internal operations. We carried out an audit on all thing's emissions related. This spanned from the electricity and gas consumption to the means of transport that each member of staff uses. We next considered how we could decrease and off-set these emissions to reduce our negative impact on the environment. Through generating carbon conscious initiatives we encouraged team members to share carbon reducing practices on our intranet as well as going paperless in the office. In then off-setting our emissions, we were keen to support a project that not only off-set emissions but ensured the protection and conservation of our environment through supporting biodiversity and communities. We invested in the Brazil Nut Concessions Project in Peru protecting 1,438m2 of the rainforest. This project is certified by both the Verified Carbon Standard (VCS) and the Climate, Community and Biodiversity Standard (CCBS). Not only this but the project helps to provide income to 405 local families through sustainable Brazil nut harvest. Resulting in a positive sustainable, social and economic impact on the area.

SUSTAINABLE STRATEGY

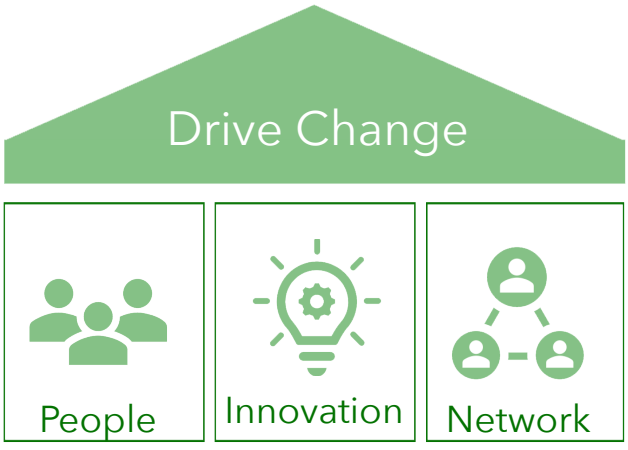
Priding ourselves in offering the best value economically, whilst minimising our environmental impact for clients, we have introduced our clients to a range of sustainable alternatives that offer easy ways to both reduce emissions and contribute to the circular economy. We are keen to not only off-set these emissions but also reduce these emissions from the source.

PRINT

We offer and encourage the use of sustainable alternatives on all print projects. Offering materials that are FSC accredited such as sustainable virgin fibre and pulp sourced from post consumer material. As well as adopting vegetable oil based litho inks on many projects. Even our packaging has a sustainable alternative, with biodegradable lamination films being offered.

SOFTWARE

Our software side of the business has implemented custom CRMs for our clients in a range of industries spanning from food traceability to tax specialists. With custom dashboards which include carbon accountability metrics, this offers reports to track the sustainability levels of all suppliers. These measures have helped our clients understand how to identify and reduce their carbon throughout the supply chain.



Aligned Goals

Through aligning our operational goals with established ESG we have defined a sustainable strategy to fulfil growth and integrate best practice

Strategic Priorities

The integration and governance of the SDGs throughout our operations has allowed us to provide sustainable products and services within our offering

Social Impact and Governance

Sequoia Information Services

Throughout the entire group it is essential that our business strategy reflects every aspect of our ESG strategy. All board level employees are trained in GDPR compliance and data privacy. The group is also a member of the Scottish Business Pledge, meeting 6 of the 7 pledge agreements. Upheld through workforce engagement, reduced environmental impact and digital innovation. We are a Living Wage accredited organisation, as we feel it is essential to support our employees both in and out of the workplace. We support the ABF Soldiers' Charity, as part of our pledge to charitable organisations. We believe in full transparency in our operations, with accreditations to reflect our regulatory and ethical compliance.

2023 Goal

Provide integrated student **training**

2021-2022

Provide **experience** to 4 local students

Up 20% from 2020

2023 Goal

Improve wheelchair **accessibility**

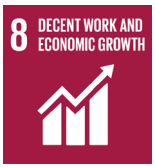
2021-2022

5%* employees with disabilities

Up 50% from 2020

*above national average 3%

Customer Experience



SUSTAINABILITY PLATFORM

Fortnum and Mason are a renowned leader in sustainable solutions with an innovative and exciting take on reducing their impact on the environment. With them farming their own bee hive on the roof of their Piccadilly store and a high focus on in-season produce, working with Fortnum and Masons over the years has been an interesting and exciting journey. Their sustainability and traceability platform which we developed, provide them with the tools necessary to accurately trace their suppliers. In the development process it was important to consider not only carbon output but also the circular economy and how to account for packaging and waste within the supply chain.

SUSTAINABLE NETWORKS

Paramount Printers, a business within Sequoia Information Services, is a long standing supplier to the Scottish Parliament. As part of this contract two members of our team were invited along to the Scottish Parliament's Sustainable Networks Event. The event allowed local companies in Edinburgh to share their sustainable initiatives and exchange new ideas and solutions. With a goal of further regulating sustainability efforts within the Parliamentary supplier network. We shared our journey to achieving net-zero and were inspired by solutions that other firms had initiated.

Thank you for taking the time to read this report, we look forward to updating you in the future as we further develop our sustainability initiatives. If you are interested in learning any more about any of the information in this report, please do not hesitate to get in touch.

With Best Wishes,

Charlotte Ashton
CSR Manager
07802715943
charlotte.ashton@tempusime.com

Sequoia Information Services

CONTACT

12 South Charlotte Street
EDINBURGH
EH2 4AX

0131 516 5678
info@sequoiainformation.co.uk

sequoiainformation.co.uk