

Environmental Sustainability Policy

Updated January 2021

1. Overview

Secured Communications is committed to protecting our environment and to promoting sustainable operations and growth for our company and our clients.

2. Purpose

The purpose of this policy is to set forth goals and actions for and by Secured Communications to promote the welfare of the environment, responsible environmental stewardship and the beneficial use of resources for our community at large, both now and for future generations.

3. Scope

This policy applies to Secured Communications, its employees, staff, contractors, affiliates, and operations.

4. Policy

The decisions we make as individuals and as an organization have an impact on the quality of our environment, our clients' environment, and our community's environment. In order to make a positive impact, we resolve to take the following actions:

a. Resource and Energy Conservation

- i. We will limit our use of natural resources and energy to the extent practicable. Internally, we encourage our team to meet virtually whenever possible.
- ii. We will seek out energy efficient servers and facilities that use renewable energy.
- iii. We will operate almost exclusively remotely by providing most of our employees the option to work from home.
- iv. We will perform nearly all of our client meetings, sales meetings and partner meetings virtually, using our own products.
- v. We will use only consolidated servers and systems that operate at higher energy efficiency than other infrastructure models.

b. Waste and Pollution Management

- i. We will reduce, to the extent practicable, the quantity and relative environmental impact of the waste we generate from our operations, and handle them in a safe, legal, and responsible way to minimize their effects of the environment.
- ii. We will operate nearly paperlessly, both internally and with customers.
- iii. We will also reduce, to the extent practicable, the direct and indirect emission of greenhouse gases and other harmful air pollutants from our operations and travel.
- iv. We will minimize all travel and prioritize remote meetings over meetings requiring travel. When travel is necessary, we will minimize the number of persons traveling, and when practical, prioritize vehicular travel and carpooling.

c. Reduction of Client and Supply Chain Impacts

- i. We will work with others in our supply chain, to the extent practicable, to reduce adverse environmental impacts and risks associated with our operations and optimize environmental benefits.
- ii. We will scale server and system expansions using a conservative model for predicting usage demand, allowing us to be more energy efficient as we grow.