

Corporate Sustainability Policy

Purpose

GSG Protective Services (“GSG” or “the Company”) is committed to conducting its business operations in an environmentally responsible and socially conscientious manner. This Corporate Sustainability Policy establishes the framework, standards, and expectations that govern the Company’s approach to environmental stewardship, social responsibility, and community engagement.

As a security services company operating a fleet of over 50 vehicles across multiple client locations, GSG recognizes that its primary environmental impact arises from fleet emissions. This policy addresses that impact directly while also formalizing the Company’s commitments to paper reduction, responsible waste management, workforce development, and charitable engagement.

Scope

This policy applies to:

- All GSG Protective Services employees, including full-time, part-time, and per-diem personnel
- All contractors and vendors engaged by GSG for regular operational services
- All Company-owned or Company-operated vehicles
- All office locations, command centers, and administrative facilities operated by GSG

This policy is designed to:

- Reduce the Company’s carbon footprint through fleet electrification and hybridization
- Minimize waste through paperless operations and robust recycling programs
- Invest in the professional development and economic mobility of employees and community members
- Support charitable organizations aligned with public safety, education, and environmental stewardship
- Establish measurable targets and accountability structures for each sustainability commitment

Fleet Management and Emissions Reduction

The GSG vehicle fleet represents the Company’s single largest source of direct environmental impact. GSG operates a fleet of more than 50 vehicles used for patrol, executive protection, client site transportation, and administrative operations. Responsible management of this fleet is central to the Company’s sustainability mission.

Core Fleet Commitment: GSG Protective Services requires that a minimum of 90% of its active vehicle fleet consist of hybrid-electric or fully electric vehicles at all times. This standard applies to all newly procured, leased, or replacement vehicles effective immediately. Fleet compliance is reviewed quarterly by the Fleet Manager and reported to the COO.

Hybrid and Electric Vehicle Standard

Effective the date of this policy, the following requirements govern fleet composition:

- Minimum 90% of the active fleet shall be hybrid-electric (HEV), plug-in hybrid-electric (PHEV), or battery-electric (BEV) vehicles at all times.
- No new internal combustion engine (ICE)-only vehicles shall be purchased or added to the fleet unless approved in writing by the COO due to documented operational necessity (e.g., specific terrain or towing requirements where hybrid options are unavailable).
- The remaining 10% allowance for ICE vehicles is reserved for operationally specialized vehicles only, not general patrol or administrative use.
- All new vehicle acquisitions, including lease renewals, must comply with this standard. Existing ICE-only vehicles will be replaced with qualifying hybrid or electric vehicles upon scheduled replacement or end-of-lease.

Fleet Procurement Standards

When procuring or replacing fleet vehicles, the Fleet Manager shall:

- Prioritize vehicles with EPA fuel economy ratings in the top quartile for their vehicle class
- Evaluate total cost of ownership (TCO) inclusive of fuel savings and reduced maintenance costs over the vehicle's operational life
- Prefer vehicles with domestic manufacturing sourcing and recycled or sustainable materials in their production where commercially available
- Document the environmental specifications of each acquired vehicle and maintain records available for annual sustainability reporting

Fleet Operations and Driver Conduct

To maximize the environmental benefit of the hybrid and electric fleet, all GSG vehicle operators are expected to:

- Avoid unnecessary idling. Vehicles shall not be left running while stationary for more than five (5) consecutive minutes except where operationally required
- Use regenerative braking features where available and minimize hard acceleration
- Report all vehicle maintenance needs promptly; a poorly maintained vehicle operates less efficiently and produces greater emissions
- Refrain from personal use of Company vehicles; unauthorized mileage wastes fuel and increases emissions attributable to the Company's fleet

Charging Infrastructure

For plug-in hybrid and electric vehicles, GSG will:

- Install or arrange access to Level 2 EV charging infrastructure at all primary GSG facilities and administrative offices within 12 months of this policy’s effective date
- Work with clients to identify opportunities for charging access at extended-duration post locations
- Evaluate the feasibility of mobile charging solutions for field assignments where stationary charging is unavailable

Fleet Reporting and Compliance

Initiative / Metric	Target	Responsible Party / Timeline
Fleet hybrid/EV composition	≥90% of active fleet	Fleet Manager – Quarterly
New vehicle acquisitions (hybrid/EV)	100% of new acquisitions	Procurement – Per acquisition
Average fleet fuel economy (MPGe)	Year-over-year improvement	Fleet Manager – Annual
Total fleet CO ₂ emissions (metric tons)	Year-over-year reduction	Fleet Manager – Annual
Idle time reduction	< 5 min/incident	Supervisors – Ongoing

Fleet compliance data shall be compiled by the Fleet Manager and submitted to the COO no later than 30 days after the close of each calendar quarter. Annual fleet sustainability data shall be included in the Company’s Annual Sustainability Report.

Paperless Operations and Digital Systems

GSG Protective Services is committed to minimizing paper consumption across all of its operational and administrative functions. The transition from paper-based processes to secure electronic systems reduces the Company’s environmental footprint, improves data integrity, accelerates workflows, and reduces costs associated with printing, storage, and physical document management.

Digital-First Operating Principle

Effective immediately, all GSG operations shall follow a digital-first standard:

- All daily activity reports (DARs), incident reports, patrol logs, visitor logs, and shift handover documentation shall be completed and submitted through the Company’s approved electronic reporting platform.
- Paper-based reporting is permissible only in circumstances where electronic systems are unavailable due to a verified system outage or post-specific technical limitation. Paper reports generated under these circumstances must be transcribed into the electronic system within 24 hours of system restoration.
- Handwritten paper reports submitted outside of an approved exception will be returned to the submitting officer for re-entry into the electronic system.

Administrative and HR Records

- All employee onboarding, credentialing, payroll, scheduling, and HR documentation shall be maintained in the Company’s Human Resources Information System (HRIS).
- Employee acknowledgments, policy signatures, and training records shall be collected and stored electronically.
- Physical personnel files will be maintained only where required by law and only for the legally required retention period.
- Client contracts, post orders, and site-specific documentation shall be stored and distributed via the Company’s secure document management platform. Where physical post binders are required, double-sided printing is mandatory.

Communication and Training Materials

- All internal communications, policy updates, memos, and general orders shall be distributed electronically via company email or the employee portal.
- Training materials and course content shall be delivered via the Company’s Learning Management System (LMS) where feasible.
- Printed materials distributed at in-person training sessions shall use recycled-content paper (minimum 30% post-consumer recycled content) and double-sided printing.

Client Deliverables

- Incident reports, activity summaries, and other client-facing documents shall be transmitted electronically as the default. Physical delivery of printed reports requires client request and COO approval.
- Where possible, GSG shall work with clients to establish electronic reporting portals or integrations that eliminate the need for printed deliverables entirely.

Paper Reduction Targets

Initiative / Metric	Target	Responsible Party / Timeline
Office paper consumption (reams/year)	25% reduction year-over-year	Office Manager – Annual
Electronic report submission rate	≥98% of all field reports	Operations – Quarterly
Double-sided printing compliance	100% of printer defaults	IT / Office Manager – Annual
Paperless onboarding completion	100% of new hires	HR – Ongoing

Waste Reduction and Recycling

GSG is committed to responsible waste management across all Company facilities. This commitment encompasses recycling, responsible disposal of electronic waste, and operational practices that minimize unnecessary consumption.

Recycling Program

- Clearly labeled recycling receptacles for paper, plastic, glass, and aluminum shall be maintained in all GSG offices and break rooms alongside general waste containers.
- Commingled recycling shall be separated according to the requirements of the municipality in which each facility operates.
- Each facility is responsible for establishing a relationship with a licensed municipal recycling service and ensuring that recycling is collected on a regular schedule.
- The Office Manager at each facility shall conduct a semi-annual review of recycling participation and report results to the COO.

Electronic Waste (E-Waste)

- No GSG electronic equipment (computers, phones, radios, batteries, printers, or related peripherals) shall be disposed of in general waste. All e-waste shall be recycled through a certified e-waste recycler.
- IT shall maintain an asset register and end-of-life plan for all electronic equipment. Upon decommissioning, IT shall coordinate e-waste recycling and document disposal.
- Where possible, surplus functional equipment shall be donated to charitable organizations or refurbishment programs prior to e-waste recycling.

General Waste Minimization

- Single-use plastics (disposable cups, plates, cutlery, and straws) shall not be procured for Company use in break rooms or at Company-sponsored events. Reusable alternatives shall be provided.
- Purchasing decisions for office supplies, cleaning products, and consumables shall favor products with recycled content, biodegradable materials, or reduced packaging.
- GSG will work with its primary vendors and suppliers to reduce packaging waste and encourage sustainable sourcing practices.

Workforce Development and Licensing Assistance

GSG Protective Services recognizes that its people are its most important asset. The Company is committed to investing in the professional growth of its workforce and to expanding access to security industry careers for individuals who may face financial or logistical barriers to licensure.

Security Licensing Assistance Program

GSG operates a formal Licensing Assistance Program (LAP) to help individuals obtain the licenses and certifications required to work in the private security industry. The Program is designed to serve both prospective employees (pre-hire) and existing employees seeking to upgrade their credentials.

- **Exam Preparation Support:** GSG provides access to study materials, practice examinations, and, where available, instructor-led preparation sessions for state guard card licensing examinations.
- **Exam Fee Reimbursement:** Employees who successfully obtain a required security guard license within 90 days of employment will be reimbursed 100% of the exam and application fee upon submission of proof of licensure.
- **Firearm Qualification Assistance:** For employees pursuing armed officer credentials, GSG will coordinate access to Company-approved firearm qualification courses. Employees who complete and pass qualification will be reimbursed the cost of the qualification course upon obtaining the required firearm permit.
- **First Aid and CPR Certification:** GSG sponsors and subsidizes first aid, CPR, and AED certification courses for all employees on an ongoing basis. Recertification costs are covered by the Company for active employees.
- **Community Pre-Employment Pipeline:** GSG partners with community organizations, workforce development agencies, and correctional re-entry programs to offer pre-employment licensing orientation and support to individuals seeking careers in security.

Ongoing Professional Development

- GSG encourages employees to pursue continuing education in security management, emergency response, and related fields. Employees may apply to the Training Assistance Fund for partial reimbursement of tuition, course fees, or examination costs for job-related education.
- Supervisor and leadership development opportunities shall be offered to employees demonstrating strong performance and interest in career advancement.
- GSG will publish an annual Training Calendar at the beginning of each calendar year identifying available internal training, sponsored external courses, and licensing exam preparation sessions.

Workforce Development Targets

Initiative / Metric	Target	Responsible Party / Timeline
Licensing exam fee reimbursements paid	Track and report annually	HR / Finance – Annual
Employees completing LAP	Grow year-over-year	HR – Annual
CPR/First Aid certification rate	≥75% of active officers	Training – Annual
Community pipeline participants	Track and report annually	COO – Annual

Community Engagement and Charitable Activities

GSG Protective Services believes that great companies are measured not only by their operational performance but by the positive impact they create in the communities they serve. The Company formalizes its community engagement through structured charitable activities, volunteerism, and partnerships with mission-aligned organizations.

Charitable Giving

- GSG will make annual charitable contributions to nonprofit organizations focused on public safety, education, workforce development, youth programs, environmental conservation, and veteran and first responder support.
- The COO, in consultation with the President, shall establish an annual Charitable Giving Budget as part of the Company’s operating budget.
- Charitable contribution decisions will be documented, and recipients will be selected through a transparent internal review process. Employees may nominate organizations for consideration.
- GSG will not make political contributions or donations to organizations engaged in partisan political activity.

Employee Volunteerism

- GSG encourages all employees to engage in community service and volunteer activities.
- Employees are eligible for up to eight (8) hours per calendar year of paid volunteer leave to participate in approved community service activities. Volunteer leave requests must be submitted to and approved by the employee’s supervisor at least five business days in advance.
- GSG will organize at least two Company-sponsored volunteer events per year, such as community clean-up days, food bank support, or safety awareness outreach. Participation is encouraged but voluntary.

Public Safety and Community Outreach

- GSG security personnel may participate in community safety education programs, such as neighborhood watch orientations, school safety presentations, or community emergency preparedness workshops, with prior approval from management.
- GSG will partner with local law enforcement agencies, fire departments, and emergency management organizations where opportunities arise to support public safety preparedness.
- The Company will maintain relationships with re-entry programs, workforce development organizations, and vocational training institutions to support pathways into the security profession.

Community Engagement Targets

Initiative / Metric	Target	Responsible Party / Timeline
Annual charitable contributions	Documented and reported annually	COO / Finance – Annual
Employee volunteer hours	≥8 hrs/employee option utilized	HR – Annual
Company volunteer events held	≥2 events per year	COO / HR – Annual

Community safety presentations	Track and report annually	Operations – Annual
Nonprofit partnerships maintained	Track and report annually	COO – Annual

Governance, Accountability, and Reporting

Commitments without accountability are aspirations, not policy. This section establishes the governance structure that ensures GSG’s sustainability commitments translate into measurable outcomes.

Sustainability Officer

- The Chief Operating Officer (COO) shall serve as, or designate, a Sustainability Officer responsible for the administration, monitoring, and advancement of this policy.
- The Sustainability Officer is responsible for: (a) maintaining this policy and recommending revisions; (b) collecting data from responsible parties for quarterly and annual reporting; (c) coordinating sustainability training and communication; and (d) representing the Company in external sustainability-related engagements.

Departmental Responsibilities

Initiative / Metric	Target	Responsible Party / Timeline
Fleet Manager	Fleet composition, acquisition compliance, emissions data	Quarterly reports
HR / Training	LAP administration, training records, volunteer leave tracking, CPR/certification	Annual reports
IT	E-waste disposal, paperless systems maintenance, digital infrastructure	Annual reports
Office Managers	Recycling program, paper consumption, single-use plastic elimination	Semi-annual reports
Finance	Charitable giving budget, reimbursement processing, sustainability budget allocation	Annual reports
Operations	Field officer compliance, idle reduction, digital reporting adherence	Quarterly reports

Annual Sustainability Report

GSG will produce an Annual Sustainability Report each year covering the prior calendar year. The report shall include:

- Fleet composition data and year-over-year emissions comparison
- Paper consumption and digital reporting compliance rates

- Recycling and e-waste volumes
- Licensing Assistance Program participation and outcomes
- Charitable contributions made and volunteer hours logged
- Progress against all KPI targets set forth in this policy
- Goals and priorities for the upcoming year

The Annual Sustainability Report shall be completed no later than March 31 following the close of each calendar year, approved by the President, and distributed to all employees via the Company intranet or employee portal.

Policy Review

- This policy shall be reviewed annually by the Sustainability Officer and COO. Revisions may be made at any time in response to changes in applicable law, operational circumstances, or Company priorities.
- Material amendments to this policy require approval by the President.
- Employees will be notified of any material policy amendments within 30 days of approval via the standard Company communication channels.

Employee Responsibilities and Compliance

Sustainability is a shared responsibility. Every GSG employee has a role to play in achieving the Company's environmental and social commitments.

General Responsibilities

All employees are expected to:

- Familiarize themselves with this policy and comply with all applicable requirements
- Complete all sustainability-related training assigned to their role
- Report suspected violations of this policy to their supervisor or the Sustainability Officer
- Suggest improvements or new sustainability initiatives through the appropriate channels

Vehicle Operators

All employees authorized to operate Company vehicles are additionally expected to:

- Adhere to the idle reduction standard (5-minute maximum except where operationally required)
- Report any vehicle defects or maintenance needs promptly to the Fleet Manager
- Refrain from personal use of Company vehicles

Non-Compliance

Failure to comply with this policy may result in disciplinary action up to and including termination of employment, consistent with the Company's General Guard Orders and applicable employment policies. Specific examples of non-compliance include:

- Submitting paper reports outside of an approved exception without transcribing into the electronic system within the required timeframe
- Excessive or intentional vehicle idling in violation of the 5-minute standard
- Disposing of e-waste or recyclable materials in general waste
- Misrepresenting volunteer activity for paid volunteer leave purposes