
SUSTAINABILITY POLICY

Sustainability Policy Definition:

Sustainability is a business **strategy** that drives long-term corporate growth and profitability by mandating the inclusion of environmental and social issues in the business model.

The Security Institute believes that we have a responsibility to help create a sustainable future and make our world a better place. We look to exhibit responsible behaviour in everything we do, as well as engaging with our stakeholders to have a positive impact in the places where we live and work.

We recognise that preserving the trust and confidence of our membership, industry and the public is critical to our sustained success. That is why we have created a culture underpinned by our commitment to doing the right thing for our members, our employees, our communities, and the environment. Our sustainability strategy (see framework below) supports this vision to do the right thing. It provides the structure for our sustainability reporting and the context for each of the elements in our materiality matrix

It is founded on the guiding principles of upholding high professional standards, being transparent, trusted, and fair, fostering a culture of partnership and collaboration, valuing the longer term consequences of our decisions, and leading by example to create a more sustainable future for everyone.

Sustainability is the conscious and proactive use of processes that do not lead to the harm of people, planet, or profit whilst leaving a positive impact. The processes used to achieve sustainability must be reliable, replicable, and measurable; any outcomes must be auditable, especially by outside scrutiny. Sustainability covers all three periods: rectifying past mistakes; reducing or eliminating current problems; building legacies for future generations.

It is a human-driven process. Machines do not run companies or processes, people do. Sustainability maximises human talent by harnessing attention towards optimisation and process excellence.

With respect to accounting and any accountability process, the focus is on appreciation, not depreciation. The goal of zero harm, by definition, leads to processes that must comply with identified legal and ethical standards. Incremental approaches work best utilising change management. Speed is defined by the ability to maintain positive rates of change.

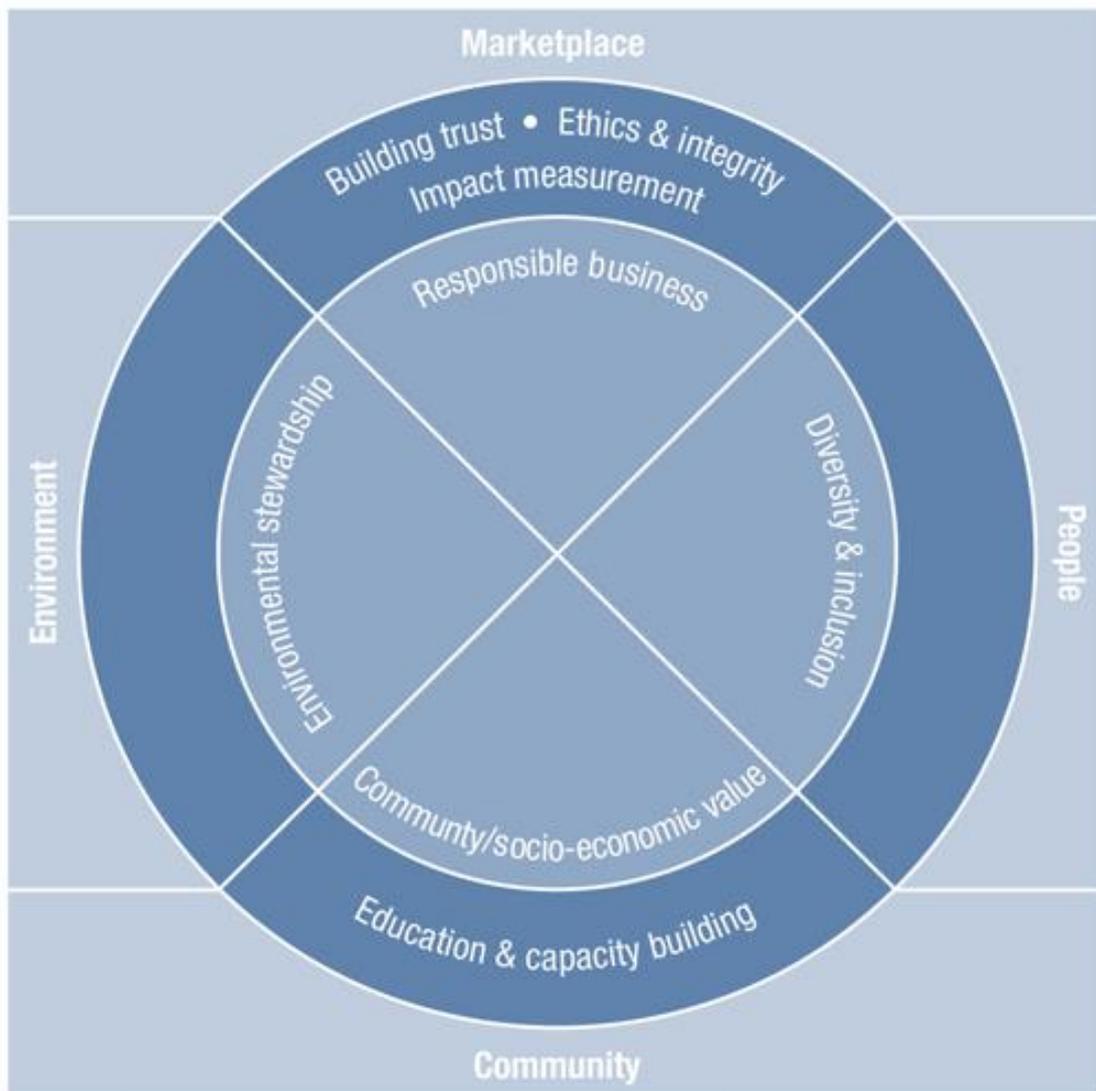
Being a catalyst for change: we are using our skills and relationships to work with others and influence activities that endeavour to make a difference and create positive change in the world around us.

- We are helping members across the globe to reduce risk, seize opportunity, and become more sustainable through the many services that we are able to provide.
- We are investing in innovation that will transform the way we operate - new standards to underpin membership services, new ways of understanding and building trust, and new ways of measuring environmental and social value, amongst others.
- Our framework is a good example of this. It provides a new way for our Institute to assess how our activities create – and potentially destroy – value by contributing to safety & security, the economy, public finances, the environment, and wider society.

Doing the right thing: we have an active agenda on issues that are central to responsible business and create value.

- We create value for our members by maintaining and continuously enhancing the quality of our work, encouraging a culture of integrity and high standards for ethics, independence, and information security.
- We create value for our staff and our members by promoting diversity, fostering a culture of inclusion and supporting a healthy work-life balance. This helps us attract and retain the best talent.
- We create value in our people, enriching their careers and skills, and enhancing retention.
- We create value by understanding and reducing our impact on the environment. Our stewardship and innovation in this area also enhances our standing within the global community.
- We collaborate with our suppliers to minimise our environmental impacts and ensure that our fair business principles are upheld. This makes us an attractive business partner.

The Security Institute has consciously decided to embed sustainability in our business and each part of the business champions our sustainability goals alongside their other business objectives. As a knowledge-based organisation we also feel we have a significant contribution to make by sharing our insight widely with our members and other stakeholders.



Sustainability is a subjective medium and the following is an attempt to define sustainability.

There are five phases and seven processes inherent to sustainability:

PHASES

Safety — The elimination of harm is the starting point for sustainability. If you build a house with a leak in its foundation, eventually the house will collapse, regardless of how much work you put into the structure. The same principle applies to sustainability: If harm is occurring anywhere in the system, it undermines all other efforts regardless of how much progress is made. The most poignant example of why safety is critical comes from terrorism. You can create the best functioning community on the planet but, as long as a terrorist attack is possible, there is the risk of losing everything that is created overnight. Food security is another example — without proper nourishment, the human body collapses.

Growth — Organic entities grow by default (bacteria, people, vegetation, animals, etc.). Growth is not only physical (e.g. from small to large) but also through reproduction or self-replication. In order to ensure growth is sustainable, we must ensure growth rates are not exceeding available resources and capacity. This requires coordinated action at all levels (global to local).

Abundance — While abundance is often negatively typified as excess, its real focus is the absence of lack, coupled with the generation of surplus that can be shared. Situations that generate lack are those that remove resources from one area/entity in order to accumulate these in another area/entity. Hoarding and excessive accumulation are scarcity based behaviours. Such situations generate conflict. Focusing on collaboration and sharing generates harmony. Surplus wealth can be used for long-term research and development investments. Surplus food can be used to feed those in areas where there is always shortage. Instead of viewing abundance as an evil, abundance should be used to establish system and global equilibriums (this is not the same as global equality or parity, it is the reallocation of surplus to eliminate scarcity).

Progression — Maslow referred to this as self-actualisation. Inherent in this phase is the concept of fulfilment. Progression goes beyond the psychological contract's emphasis on the present and creates voluntary contracts with the future (promises to those we have never met).

Inheritance — Our human existence leaves legacies for the future. These legacies can be both positive and negative. Negative legacies contribute to deterioration (e.g. crime and abuse). Positive legacies contribute to improvement (e.g. love, knowledge, choices).

PROCESSES:

Transparency — Open review and regular scrutiny is essential; It can be claimed that actions are not causing harm but this does not account for unintended consequences such as environmental impact — if one does not know one is producing a toxin but scientific evidence confirms damage, rectification is needed.

Waste Reduction — Resource conservation is critical; depletion of non-renewable materials *must* be avoided at all costs.

Materials Reuse — One person's rubbish is another's treasure; instead of focusing on disposal and containment, we must learn to find ways to create new products from what is discarded.

Positive Impact — Safety (zero harm, zero toxicity, zero strain) is tantamount! Beyond safety, (going above the zero standard) we must engage in life cycle management, which involves managing for both present and future generations.

Quality Control — Quality cannot be evaluated without standards; standards not only define baseline performance, they guide operational activities designed to meet and exceed those standards. Standards must be documented in order to be controllable. When processes fail to meet standards, there is a defect, which requires rework, redesign, and/or re-engineering.

Value Creation — any organisation (including non-profits) must deliver value; the level of demand that exists determines value and organisations (like organisms) engage in behaviour that responds and reacts to environmental stimuli.

Evolution — Darwin's theory of evolution — "survival of the fittest" — is often misconstrued into dominance theories. In reality, it is more about the adaptation to changing environmental stimuli (both physically and biologically). Survival occurs when the traits/characteristics that are best suited to the new environment are passed on because those without the traits for the new environment become obsolete and, ultimately, extinct. As an example, if oxygen were to suddenly disappear from the Earth's atmosphere, all that would survive are species and organisms that can exist without oxygen. Rapid environmental changes cause species collapses. Gradual environmental changes cause adaptive reactions. The same occurs with organisations. Resilience and agility are becoming organizational mandates. Research is also showing that quality and innovation are necessary to sustain market value.

GENERIC ENVIRONMENTAL POLICY

The Security Institute is a not for profit company. We are a membership based organization, but this expands beyond the generic security concept and incorporates not only the member's professional development but their ability to network, collaborate and participate in groups on projects that influence safety and security.

We recognise that our activities have an impact on the environment. In all our activities, working practices and business relationships, we are committed to protecting, conserving, and enhancing all aspects of the environment over which we have control or can influence.

- We shall ensure compliance with all relevant environmental legislation and regulations and take action to continually improve our environmental performance and prevent pollution across all our activities and services at the HQ and any venue we utilise.
- We aim to recycle all possible waste products. We will carefully dispose of all waste products that cannot be recycled by a recognised and certified method.
- We will optimise our fuel consumption and limit unnecessary use of electricity, gas, and water.
- We will establish a baseline consumption in order to measure our current consumption and set a reduction target in the future.
- We will maintain the high standard of visual appearance, cleanliness and tidiness of our office building and any premises at which our staff are employed by good housekeeping and regular inspections.

- We will consider the environmental impact of our Directors and Associates travelling to providing our services. We aim to reduce the environmental impact of our transport where possible.
- We will take into consideration environmental issues when designing new services and when selecting our suppliers and Associates.
- We will communicate this environmental policy to all Directors and Associates who work together with The Security Institute.

Overall, responsibility for environmental policy and performance rests with the Directors and the audit committee. This policy is reviewed annually and is available to the public.

Valuing Diversity

Statement

The Security Institute is committed to valuing diversity and seeks to provide all staff with the opportunity for employment, career and personal development on the basis of ability, qualifications and suitability for the work as well as their potential to be developed into the job they are doing or training course that they are attending.

We believe that people from different backgrounds can bring fresh ideas, thinking and approaches which make the way work is undertaken more effective and efficient.

The Security Institute will not tolerate direct or indirect discrimination against any person on grounds of age, disability, gender/gender reassignment, marriage/civil partnership, pregnancy/ maternity, race, religion or belief, sex, or sexual orientation whether in the field of recruitment, terms and conditions of employment, career progression, training, transfer or dismissal.

It is also the responsibility of all staff in their daily actions, decisions and behaviour to endeavour to promote these concepts, to comply with all relevant legislation and to ensure that they do not discriminate against members, colleagues, suppliers or any other person associated with or comes in contact with the Institute.

KEY ACTIONS

In adopting these principles The Security Institute:

- Will not tolerate acts that breach this policy and all such breaches or alleged breaches will be taken seriously, be fully investigated and may be subject to disciplinary action where appropriate.
- Fully recognises its legal obligations under all relevant legislation and codes of practice.
- Will allow staff or members to pursue any matter through the internal procedures which they believe has exposed them to inequitable treatment within the scope of this policy. If you need to access these procedures they can be obtained from your line manager (employed) or Chairman of the ethics committee (for members).
- Will ensure that all managers understand and maintain their responsibilities and those of their team under this policy.
- Will provide equal opportunity to all who apply for employed vacancies or positions of responsibility.
- Will select candidates only on the basis of their ability to carry out the job, using a clear and open process.

- Will provide all employees with the training and development that they need to carry out their job effectively.
- Will provide all reasonable assistance to employees who are or who become disabled, making reasonable adjustments wherever possible to provide continued employment. We will ensure an appropriate risk assessment is carried out and that appropriate specialist advice is obtained when necessary.
- Will distribute and publicise this policy statement throughout the business and the membership.

SOCIAL, ETHICAL AND EQUAL OPPORTUNITIES POLICY STATEMENT

The Security Institute is committed to the provision of positive social and ethical impacts through its business activities. To achieve this, we aim for the following;

- A commitment to meet International labour standards in accordance with the principles of the International Labour Organisation Conventions – i.e., no underage, forced or bonded labour, freedom for employees to form trade unions etc.
- A commitment to equal opportunities for all employees
- Employee access to training, lifelong learning and career development
- Fair and consistent employee selection processes based on skills and ability in recruitment/selection, performance management, training, development and promotion
- Prohibition in any form of bribery and corruption
- Engagement within the community