



**POLICY**  
**POL-TMC-007**

**Environmental, Social and Governance (Sustainability)**

**25-Nov-2024**

**OWNER: JOE LOPEZ**  
**Functional Area: Corporate**

**Purpose**

TMC is committed to integrating Environmental, Social, and Governance (ESG) principles into our business operations. As a niche UK-based Contract Research Organisation, we recognize the importance of sustainability, ethical practices, and responsible governance in our industry.

**Feedback**

Feedback is a critical element of continual improvement. To provide feedback on this Policy email [Admin@TMCPharma.com](mailto:Admin@TMCPharma.com)

**Scope**

This Policy applies to all employees and will be available via our website.

**Responsibilities****Environmental Commitment**

We strive to minimize our environmental footprint through the following initiatives:

**1. Resource Efficiency**

- Implement energy-saving practices in our office: our energy supplier is committed to better energy. They state their “electricity fuel mix has one of the highest proportions of renewable energy compared to other suppliers.”
- Reduce water usage and manage waste responsibly. We work with our waste vendor to recycle materials wherever possible.
- Due to the office location, we are not on mains drainage, however our recent drainage upgrade program incorporated the best environmental practices such as:

Reuse of existing pipework, moving to a small almost invisible underground system, which no longer uses chemicals and only requires annual maintenance. The supplier states: “Our wastewater treatment technologies have the environment at their heart, all underpinned by engineering expertise. By developing processes which optimise water and energy use, we help our customers meet their operational efficiency objectives and sustainability goals.”

**2. Sustainable Operations**

- Adopt sustainable sourcing practices for materials and supplies.
- Our office (a repurposed 17<sup>th</sup> Century Grade 2\* listed barn) is based in a rural location and as such we ensure our presence does not disrupt the local ecosystem, such as the nearby breeding bat community. We have sought ecological expert advice on the best ways to support and live synergistically with them.

**3. Carbon Footprint Reduction**

- Monitor and aim to reduce our carbon emissions.
- We have recently increased our commitment to remote work and virtual meetings to reduce travel-related emissions. Employees who travel significant distances have a reduced office attendance requirement.
- By using locally based Associates in our global operations we reduce international travel.

## Social Responsibility

Our commitment to social responsibility encompasses our employees, clients, and the wider community:

1. **Employee Well-being**
  - Foster a safe, inclusive, and healthy work environment.
  - Provide ongoing training and development opportunities.
  - Promote work-life balance and we provide an employee assistance program.
2. **Ethical Research Practices**
  - Ensure all research activities comply with ethical standards and regulations.
  - Maintain transparency and integrity in all client interactions.
3. **Community Engagement**
  - We support our local community by offering work experience to suitable candidates.

## Governance Standards

Strong governance practices are fundamental to our business integrity and success:

1. **Board Oversight**
  - Maintain an independent board of directors.
  - Regularly review and update governance policies and practices.
2. **Risk Management**
  - Implement robust risk management frameworks.
  - Ensure compliance with legal and regulatory requirements.
3. **Transparency and Accountability**
  - Provide clear and accurate reporting to employees and stakeholders.
  - Uphold high standards of corporate governance and ethical conduct.

## ESG Integration

We are dedicated to integrating ESG considerations into our business strategy and decision-making processes:

1. **Policy Implementation**
  - Assign responsibility for ESG initiatives to a dedicated team.
  - Ongoing reporting of ESG metrics and annual review of progress to define areas of improvement
2. **Stakeholder Engagement**
  - Engage with stakeholders to understand their ESG concerns and expectations.
  - Report on ESG performance and initiatives transparently.
3. **Continuous Improvement**
  - Regularly review and enhance our ESG policies and practices.
  - Stay informed about industry best practices and emerging ESG trends.

## Conclusion

This ESG policy represents TMC's commitment to responsible business practices. We recognize the importance of ESG considerations in achieving long-term success and value creation for all stakeholders.

**Related Controlled Documents**

N/A

**Definitions and abbreviations**

ESG	Environmental, Social and Governance
TMC	TMC Pharma Services Ltd and its affiliate TMC Pharma (EU)


**Document History**

Revision Number	Effective Date	Description of Change
01	25-Nov-2024	Initial release

**Approvals**

**Process Owner Approval**

Signed by:  
*Joe Lopez*

 Signer Name: Joe Lopez  
 Signing Reason: I approve this document  
 Signing Time: 18-Oct-2024 | 14:12 BST  
 F4327BCDC2F14E73831DA28B2A811BFE


18-Oct-2024 | 14:12 BST

\_\_\_\_\_ Date: \_\_\_\_\_

Joe Lopez, Chief Financial Officer

**Quality Assurance Approval**

Signed by:  
*Claire Willson*

 Signer Name: Claire Willson  
 Signing Reason: I approve this document  
 Signing Time: 18-Oct-2024 | 14:18 BST  
 8E25ADB89DC7408DA42ABAD439E9E22C

18-Oct-2024 | 14:19 BST

\_\_\_\_\_ Date: \_\_\_\_\_

Claire Willson, Associate Director, Quality Assurance