

ECO-RESPONSIBLE ACTIVITY REPORT

The Caisse de l'Administration et des Services publics is proud to present its eco-responsible activity report. Your Caisse is at the forefront and active in sustainable development through its three streams: social, economic, and environmental. Your financial cooperative has made this an investment priority, and has already carried out several successful and sustainable initiatives in **10 key areas:**

STRATEGIES

1

- » 3-year sustainable development policy and action plan
- » Integration of ESG (environmental, social and governance) factors into all our business decisions
- » Continuation of the sustainable development committee's mission, a committee made up of 5 ambassador employees
- » Support from Addere, a consulting firm specializing in impact strategies to promote eco-responsibility and encourage its integration into business practices
- » [OSEDD](#) level 2 certification underway

INVESTMENT

2

- » Development of an eco-responsible fund to ensure that community projects are, or aim to be, eco-responsible or socio-ecological transition projects
- » 100% of our advisors are trained as Responsible Investment Specialists (RIS)
- » In collaboration with the Alvéole corporation, we installed 2 beehives on the roof of the Marie-Guyart building, where our head office is located
- » Installation of 2 double charging stations for electric vehicles accessible to the community

SOURCING

3

- » Eco-responsible supply management (local caterers, reusable tableware, purchase of eco-friendly and local promotional items, etc.)

ENERGY

5

- » Preparation of an energy balance for each facility, covering lighting, humidification, heating, air conditioning and ventilation systems

ENGAGEMENT

4

- » Organization of volunteering activities on themes rallying employees and organizations that are part of our groups or are corporate members
- » 21 employees and directors from our 3 regions took part in the MS Canada's annual fundraising event, the MS Walk
- » The Caisse introduces new guidelines to encourage volunteering
- » 400 hours of volunteer work by our employees and directors

6

SAFETY

- » Increased member safety awareness and training for all employees:
 - Every month, 1 to 2 phishing test e-mails are sent to reinforce trap detection
 - All employees receive several hours of mandatory member safety training
 - New employees are required to take additional training on the protection of personal and confidential information
 - For advisors who carry out international transfers, training is mandatory in order to protect our members against fraud linked to this type of transaction
 - On 8 occasions during the year, all employees took part in a safety quiz
 - On a quarterly basis, at our general meetings, a safety component was presented to all employees
 - An information platform in the form of a dashboard supports each employee in developing safe habits
- » Enhanced data security and privacy protection measures

7

ENERGY AND GREENHOUSE GAS (GHG) EMISSIONS MANAGEMENT

- » Offsetting the greenhouse gases (GHGs) associated with our activities through the purchase of carbon credits
- » Promotion of alternative and sustainable transportation to Caisse employees and directors, and addition of a guideline for Caisse resources
- » More than 40% of employees used alternative transportation to get to work in 2023

8

RESIDUAL MATERIALS MANAGEMENT

- » Raising staff and member awareness about waste reduction

10

ENHANCING THE VALUE OF RESIDUAL MATERIALS MANAGEMENT

- » Increase employees' knowledge about the proper sorting of materials (training and awareness) for effective management of residual materials
- » Recycling collection at our points of service

9

EVENTS

- » Planning and preparation of an eco-responsible event management tool
- » 6 digital workshops on AccèsD, automation, and the digital shift for our members and customers