



Political and Charitable Donations Summary Policy

11 January 2024

Document Title:	Political and Charitable Donations Summary Policy
Description:	Summary of internal policy setting out Accsys' approach to political and charitable donations
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Version	1

1. Policy Statement

- 1.1 Accsys (or "the Company" or "the Group") operates a Political and Charitable Donations and Sponsorship Policy ("the policy"). This Political and Charitable Donations and Sponsorship Summary Policy ("the Political and Charitable Donations and Sponsorship Summary") is a summary of the key provisions of that policy.
- 1.2 It is the Group's policy that it does not make donations or incur expenditure that could be considered or construed to be a political donation or political expenditure.
- 1.3 As part of its Environmental, Social and Corporate Governance, the Group may make charitable donations to a person, body or organisation or provide sponsorship to such persons from time to time.
- 1.4 It is the Group's policy that charitable donations and sponsorship may only be made or provided where such donations or sponsorships are legal and ethical under local laws in the place where such donations or sponsorships are to be given or received.
- 1.5 "Sponsorship" includes all kinds of sponsorship, other than commercial sponsorships which are specifically approved by the Board from time to time as part to the Group's marketing strategy.
- 1.6 The Group has suitable procedures to approve charitable donations and sponsorships and to ensure that such donations or sponsorships meet internal criteria, such as that the value of all donations and sponsorships does not exceed a certain percentage of EBITDA in each financial year. Charitable donations and sponsorships cannot be made or provided without authorisation from the necessary individuals.

2. Who Is Covered By The Policy?

- 2.1 The policy applies to all individuals working at all levels, including the Senior Leadership Team, directors, employees (whether permanent, fixed-term or temporary), contractors, trainees, casual workers/agency staff or any other person working for the Group.

3. Monitoring and Review

- 3.1 The Company should review the policy annually and ensure compliance with it, particularly when calculating the total amount of political and charitable donations at the end of each financial year.