



POLICY DOCUMENT

Environmental Policy

DOCUMENT ID

POL-ESG-001

OWNER

Dieter Herbst (CEO)

VERSION

1.1

CLASSIFICATION

ESG

STATUS

FINAL — FOR REVIEW AND SIGNATURE

GENERATED

12 February 2026

Document Control

DOCUMENT TITLE	Environmental Policy
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STATUS	FINAL — FOR REVIEW AND SIGNATURE
EFFECTIVE DATE	Upon CEO signature
AUTHOR	Dieter Herbst (CEO)
REVIEWER	Wimpie du Toit (CTO)
APPROVER	Dieter Herbst (CEO)
NEXT REVIEW	Annual (next: March 2027)
CLASSIFICATION	ESG
FRAMEWORK REFERENCES	ISO 14001 (aligned), GRI 302-305
DISTRIBUTION	Internal — Herbst Group

Change History

VERSION	DATE	AUTHOR	DESCRIPTION
1.1	12 February 2026	Policy Engine	Formal conversion — signing-ready PDF

1. Policy Statement

Herbst Group is committed to minimising our environmental impact and operating responsibly within our ecological context. As a professional services and consulting firm, our direct environmental footprint is modest compared to manufacturing operations, but we recognise our responsibility to manage and reduce it where possible.

We operate primarily as a remote-first knowledge business. Our environmental impact centres on energy consumption (office and home workspaces), business travel, electronic waste, and the carbon footprint of our digital infrastructure.

2. Commitments

Herbst Group commits to:

- Reduce energy consumption:** Optimise the energy efficiency of our digital infrastructure, including cloud hosting, database operations, and AI compute. Prefer renewable-energy-backed service providers where commercially feasible.

2. **Minimise business travel emissions:** Default to virtual meetings. Where travel is necessary, prefer direct routes and economy class. Consolidate client visits to reduce trip frequency.
3. **Manage electronic waste responsibly:** All company devices reaching end-of-life shall be disposed of through certified e-waste recycling channels. No electronic equipment shall be sent to landfill.
4. **Reduce paper consumption:** Operate as a digital-first business. All documents, contracts, and correspondence default to electronic format. Printing is the exception, not the norm.
5. **Select environmentally conscious vendors:** When selecting vendors and service providers, consider their environmental commitments and certifications as part of the evaluation criteria (see POL-ESG-005).
6. **Measure and report:** Track key environmental metrics annually and report progress to leadership.

3. Environmental Metrics

#	METRIC	BASELINE (2026)	TARGET
1	Cloud infrastructure providers using renewable energy	To be established	75%+ by 2027
2	Business flights per year	To be established	Reduce 10% YoY
3	E-waste sent to certified recycling	Not yet tracked	100%
4	Paper usage (reams per year)	Minimal (digital-first)	Maintain near-zero
5	AI compute carbon awareness	Not yet tracked	Report annually

4. Scope of Environmental Impact

Direct Operations (Scope 1 & 2)

SOURCE	IMPACT LEVEL	MITIGATION
Office energy (home-based/remote)	Low	Energy-efficient devices, natural lighting guidance
Company vehicles	None	No company fleet
Manufacturing/production	None	Professional services only
Data centres (cloud)	Indirect	Select green-energy providers (Vercel, Cloudflare)

Indirect Operations (Scope 3)

SOURCE	IMPACT LEVEL	MITIGATION
Business travel (flights)	Moderate	Virtual-first policy, consolidated trips
Employee commuting	Low	Remote-first workforce
Electronic equipment lifecycle	Low	Certified e-waste disposal
Supply chain (vendors)	Low	Vendor environmental screening

5. Responsibilities

ROLE	RESPONSIBILITY
CEO (Dieter Herbst)	Overall accountability. Approves environmental targets.
CTO (Wimpie du Toit)	Infrastructure environmental footprint. Vendor energy assessments.
COO (Zelna Symms)	Travel policy enforcement. Operational efficiency.
CAO (Tiaan Keyser)	E-waste disposal compliance. Equipment lifecycle.
All Staff	Comply with this policy. Report improvement opportunities.

6. Applicability

This policy applies to:

- All Herbst Group employees, contractors, and temporary staff
- All offices and remote work locations
- All company-owned and leased equipment
- All business travel
- All vendor and supplier relationships

7. Review

This policy shall be reviewed annually, or when significant changes occur to the business operations, regulatory environment, or environmental best practices.

8. Approval

This document has been reviewed and approved by the signatories below.

ROLE	NAME	TITLE	SIGNATURE	DATE
Prepared by	Policy Engine	Automated	N/A	12 February 2026
Reviewed by	Wimpie du Toit	CTO, Herbst Group		12-Feb-2026 21:27:29 EE
Approved by	Dieter Herbst	CEO, Herbst Group		12-Feb-2026 21:26:28 EE