



GROUP
DEVOTEAM



Green Guide

DEVOTEAM: COMMITTED
TO SUSTAINABLE DEVELOPMENT



As a major economic and corporate player, the Devoteam group has a duty to be environmentally responsible. This is why we have decided to commit the company to an ambitious and far-reaching sustainable development program.

The success of the program depends on motivation and commitment from every one of us; we want this initiative to provide a new direction for the Devoteam group to team, and to help us respond - at our level - to issues of sustainable development.

Godefroy and Stanislas de Bentzmann

Contents

p.3	Group sustainable development policy
p.4	Waste sorting and recycling
p.5	Saving resources
p.6	Paper
p.7	Transport
p.8	Equipment and materials
p.9	An attitude of social responsibility
p.10	Corporate responsibility

DEVOTEAM GROUP SUSTAINABLE DEVELOPMENT POLICY

The Devoteam group is committed to a policy of sustainable development, and strives to respect the following principles:

- Respect of Human and Civil Rights
- Non-discriminatory business practices
- Promotion of a socially responsible attitude
- Preservation of natural resources
- Limitation of environmental impact
- Respect of competition rules and rejection of corruption

These principles follow those set out in the Global Compact, launched in 1999 by the United Nations; Devoteam added their support in 2007. This Agreement invites compa-

nies to support, embrace and enact, within their sphere of influence, a set of 10 core values in Human Rights, labour and environment standards, and the fight against corruption.

Waste sorting and recycling

DEVOTEAM COMMITMENTS:

- To introduce waste sorting throughout offices
- To provide selective waste collection
- To recycle IT material

OUR ADVICE:

Sort your waste properly by putting it the designated bin, making sure that you separate:

- recyclable materials
- normal household waste



Did You Know ?

- Every person in France throws away an average of 440kg of waste per year, with packaging accounting for nearly a third (an amount that has doubled in 40 years...) (WWF)
- Annual French waste production represents 2500 times the weight of the Eiffel Tower (Actions Solidaires)

Saving Resources

DEVOTEAM COMMITMENTS:

- To reduce electricity consumption
- To reduce water consumption

OUR ADVICE:

- Turn off workstations in the evening, or put them on standby (screen + central unit)
- Switch off lights when you leave at the end of the day, and during the day when there is sufficient daylight
- Use air-conditioning wisely and close windows when in use
- Do not overheat or overcool offices
- Save energy by printing photocopies and printouts in batches to avoid pre-heating
- Report any water leak you come across.



Did You Know ?

- If every French person switched off appliances instead of leaving them on standby, we would save the production of a nuclear power station (ADEME)
- 3 75 W light bulbs that stay on use as much energy as a machine wash at 60° (Fondation Hulot)
- Switching off computer and printer instead of leaving them on standby saves 100 - 200 kWh per year - as much as the annual consumption of a large refrigerator (Fondation Hulot).

Paper

DEVOTEAM COMMITMENTS:

- To use only FSC paper (provides the guarantee that the wood used comes from forests where timbering does not have a negative economic, social or environmental impact)
- To make sure that printers are adjusted to the most environmentally-friendly settings
- Raise partner awareness to promote the re-use of paper to avoid waste
 - Work with environmentally-friendly printers.



OUR ADVICE:

- Don't systematically print all documents
- Put one-sided printouts in the 'scrap paper' boxes so they can be re-used.
- Print documents on both sides, in black and white and with several pages on one side wherever possible
- Send documents by email rather than by fax or post

Did You Know ?

- The Amazonian rainforest is being destroyed at the rate of 1.9 million ha per year, the equivalent of 7 football fields per minute.... (University of Cergy)
- An office employee uses 80kg of paper per year, representing an emission of 25kg of CO2 (ADEME)

Transport

DEVOTEAM COMMITMENTS:

- To favour the train over the plane
- To encourage the use of public transport rather than private vehicles
- To develop infrastructures (bike park...)
- To increase efforts on the choice of company vehicles



Did You Know ?

OUR ADVICE:

- Use public transport where possible
- Adopt a more flexible, less pollutant style of driving
- Favour and develop professional contacts without the need for travel (conf-call, Visio...)
- Consider car-sharing if your colleagues are going the same route

- Taking the train instead of the plane means 33 times less CO2 per km, per passenger (ADEME)
- Using public transport preserves air quality and reduces the greenhouse effect. A full bus (35 - 40 passengers) means 40 less cars on the road at rush-hour, saving 70,000 litres of fuel per year (Fondation Hulot)
- The transport sector is the largest CO2 producer (35% of CO2 emissions), at more than 140 million tons/year (ADEME)

Equipment and Materials

DEVOTEAM COMMITMENTS:

- To use mostly 'green' materials (paper cups, FSC paper...)
- To use low-energy installations (energy-saving light bulbs, LCD screens...)
- To use chips with the lowest TDP* at equal performance

(*TDP: Thermal Design Power)

OUR ADVICE:

- Use paper cups or a mug for drinks
 - Avoid waste
- Make suggestions and provide creative ideas to the sustainable development team



Did You Know ?

- With a lifetime 10 times that of incandescent light bulbs, LBC or fluocompact bulbs use 5 times less electricity (Fondation Hulot)

An attitude of social responsibility

DEVOTEAM COMMITMENTS:

- To raise partner awareness of sustainable development issues
- To follow the United Nations Global Compact
(<http://www.un.org/french/globalcompact/>)
- To raise the profile of Best Practices
- To include ethical share options in Save-As-You-Earn schemes



OUR ADVICE:

- Adopt behaviour of 'eco-citizenship' by following the principles set out in this guide
- Take part in projects for causes that are important to you

Did You Know ?

- "We do not inherit the Earth from our ancestors, we borrow it from our children" (Saint-Exupéry)
- Eco-citizenship means contributing to the development of ideas and acts that favour the environment, wherever we find ourselves (Fondation Hulot)

Corporate responsibility

DEVOTEAM

COMMITMENTS:

- Devoteam Charter = Passion, Respect, Franchise
- To act in favour of the employment of disabled people
- Corporate commitment and support through the Devoteam Foundation



OUR ADVICE:

- Respect and communicate to others the principles of the Group charter
- Develop a work atmosphere that respects others and their identity

Did you know ?

- The disabled today have an unemployment rate twice that of the rest of the active population: on average 17% are unable to find work (Le Monde)





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The Devoteam intranet site now has a 'Sustainable Development' section:

Rendez-vous > Group Menu > Sustainable Development

If you have any questions, would like more information or to make a suggestion, the Sustainable Development Team can be contacted at:

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DEVOTEAM GROUP