

ENVIRONMENTAL BEHAVIOUR GUIDE

ON-SITE SERVICES SUPPLIER

TECNOBIT has implemented an Environmental Management System under ISO 14001, which has been certified by the Spanish Standards and Certification Agency, AENOR. This system contains the environmental behaviour guidelines to be followed by providers when undertaking their activities.

These guidelines are indicated below. All personnel must be familiar with and observe them when undertaking their activities at the company's facilities:

- Activities must be undertaken in an environmentally responsible manner.
- Work areas must be kept clean and tidy.
- Where applicable, the service provider must be a registered hazardous waste producer.
- All waste generated must be segregated, identified and stored in accordance with current regulations, prioritising recycling as opposed to disposal.
- Hazardous waste must be delivered to authorised transport managers/collectors. Suppliers must have the acceptance document for the hazardous waste generated.
- Providers shall be responsible for managing the waste their activities generate that differs from the waste generated by **TECNOBIT**.
- It is completely prohibited to dispose of waste in a container not specifically provided for the type of waste in question.
- Documentation on waste management (amount disposed of, reports, records, etc.) shall be made readily available to the **TECNOBIT** Environmental Manager.
- All incidents with environmental repercussions that take place when undertaking activities at **TECNOBIT** facilities must be reported.
- All possible measures must be taken to avoid spills. Should any occur, they must be cleaned with absorbent material to be subsequently deposited in the corresponding container.
- The water, power and other resources needed to undertake activities must be used responsibly.
- Always switch off equipment when not in use.
- Try to make the most of daylight to avoid unnecessary power consumption.
- Emissions produced by combustion vehicles must not exceed legal limits. Vehicles must pass the MOT gas analyser test and carry a record of the same.