



WHITEPAPER

2021 ESG Due Diligence Report

ESG DUE DILIGENCE REPORT

This paper highlights the main findings of a comprehensive ESG Due Diligence Report, performed for a fiscal year 2021.

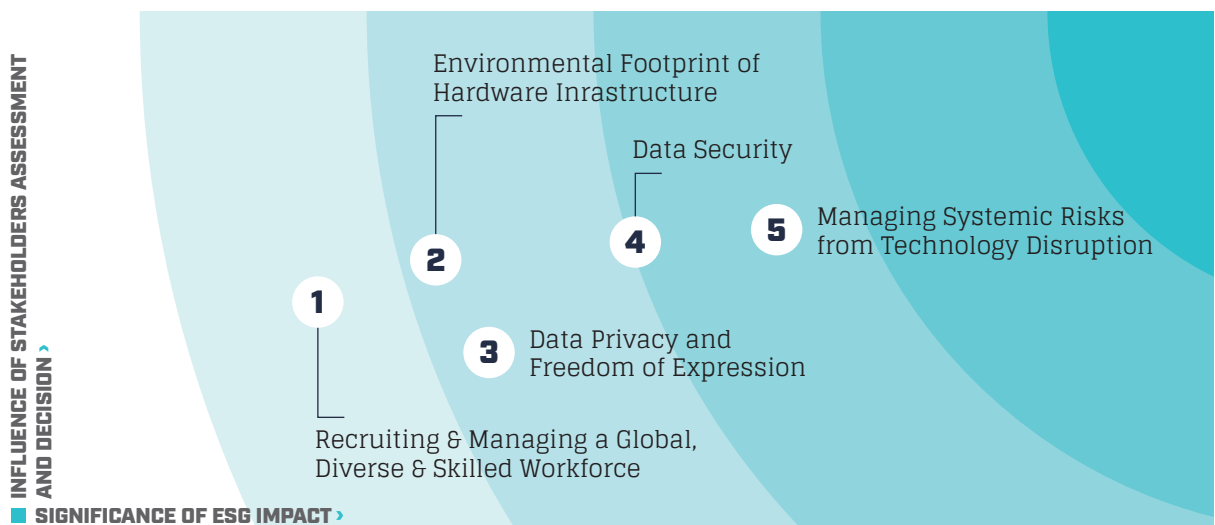
ESG Due Diligence Report was prepared in accordance with multiple standards, frameworks and guidelines. The initial ESG due diligence screen was performed in accordance with the Invest Europe ESG Due Diligence Guidelines and Questionnaire. The in-depth ESG due diligence used recommended ESG key performance indicators (KPIs) developed as part of the ESG Data Convergence Initiative spearheaded by the Institutional Limited Partners Association (ILPA). The materiality assessment was conducted with reference to the Global Reporting Initiative (GRI) and recommended sector-specific KPIs by the Sustainability Accounting Standards Board (SASB) guidelines resulting in the ESG Sector-Specific KPIs. The carbon footprint was calculated using the GHG Protocol Standards, including the GHG Protocol Corporate Accounting and Reporting Standard (by GHG Protocol); and the Global GHG Accounting and Reporting Standard for the Financial Industry (joint initiative of the Partnership for Carbon Accounting Financials (PCAF) and GHG Protocol). The United Nations Sustainable Development Goals (SDGs) were used for the sustainability objectives of Neos Ltd.

The scope of this Report is limited to assurance on selected data for the period 1 January 2021– 31 December 2021.

Sustainability experts at VentureXchange Ltd. performed the comprehensive ESG Due Diligence and present report represents the summary and highlights of the most important findings.

MATERIALITY MAP OF NEOS

In preparation of this report the ESG KPIs proposed by the ESG Data Convergence Initiative, formerly known as the ESG Data Convergence Project, were used.



In addition to ESG Core KPIs, the materiality assessment was conducted in line with the Global Reporting Initiative (GRI) and recommended sector-specific KPIs by the Sustainability Accounting Standards Board (SASB) guidelines.

ESG CORE KPIS



Our Employees

Neos is a non-biased and equal-opportunity employer. The company’s business values and principles are value, innovation, reliability, expertise and flexibility. Neos is highly dedicated to creating inspiring working conditions for its employees by embracing their passion, energy, and ingenuity. Employees’ work is supported by continuous education and certification.

In 2021:

- Neos welcomed 16 new employees in 2021;
- The attrition rate of 19%.

Diversity of employees



Diversity of the Board



→ Neos is keen to ensure a productive and motivating working environment; therefore, Neos is conducting an annual employee satisfaction survey addressing equality, diversity, and inclusivity in the workplace as well as the overall satisfaction of the employees.

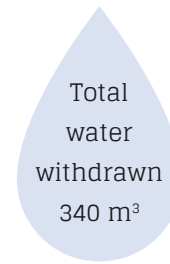
→ An annual employee satisfaction survey (response rate of 89%) shows an overall satisfaction grade of 4,157 (maximum 5).



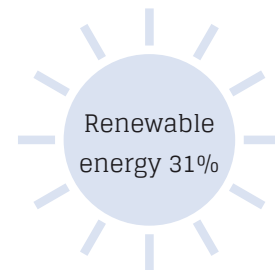
REDUCING OUR ENVIRONMENTAL IMPACT



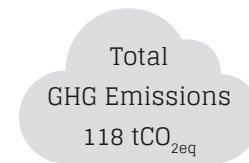
RESULTS 2021		
	SCOPE 3 tCO _{2eq}	INTENSITY tCO _{2eq} /m€
HYBRID	2,5	
GASOLINE	14,77	
DIESEL	37,98	
TOTAL	55,25	5,94



RESULTS 2021		
	SCOPE 3 tCO _{2eq}	INTENSITY tCO _{2eq} /m€
PURCHASED ELECTRICITY - MARKET BASED	60,38	
TOTAL	60,38	0,66



RESULTS 2021		
	SCOPE 3 tCO _{2eq}	INTENSITY tCO _{2eq} /m€
BUSINESS TRAVEL	2,42	
TOTAL	2,42	0,26



Bike friendly office

Neos promotes sustainability through various workshops for its employees and actions – the Company promotes sustainable means of transportation by offering its employees a bike locker area. The goal is to reduce scope 1 emissions and in order to reduce its transportation emissions (scope 1). It offers its employees a bike locker area to increase and motivate them to switch to a more sustainable way of transport.



ESG SPECIFIC KPIS



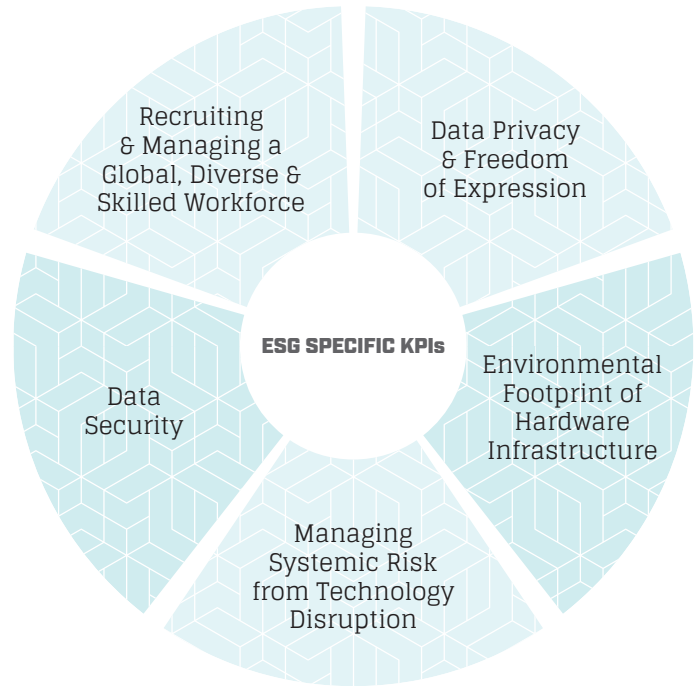
Data privacy and freedom of expression

Given the company's business activities, Neos is obliged to effective management when it comes to data privacy.

Neos has implemented two ISO certificates concerning information technology, namely ISO/IEC 27001:2013 - Information security management and ISO/IEC 27017:2015 - Cloud Security. Neos has also implemented the ISO 9001:2015 certificate specifying the requirements for a quality management system.

By incorporating this standard Neos demonstrates its ability to provide its services to the customers and ensure customer satisfaction through an effective business conduct process.

Neos's [Privacy Policy](#) states how the company manages personal data, i.e. how it is collected, processed, protected or used in any other way. In case of a personal data breach, Neos has a response plan where it notifies the client and competent authority within 72 hours on the scale of the breach, data involved, possible impact on its services and planned measures for data protection and restriction of any harmful impact on individuals.



Data security

Neos is certified according to ISO 27001 and 27017 standards and has taken the necessary steps to protect a company's information system and avoid cyber risks. These standards are considered an effective tool for risk management and anticipation of cybersecurity breaches, as a part of a series of complementary information security standards.

Neos security and compliance policy are established to protect the organization's and its clients' informational assets against all internal, external, deliberate, or accidental threats. All its consultants are professionals with high awareness of security issues. Its clients are protected on a legal level by NDA and other documents on the company level and personal level for its staff.



Managing systemic risk from technology disruption

By implementing relevant information technology ISO Standards, Neos is successfully managing all areas of software and information technology services. Neos has developed an effective response plan to protect a company's information system in case of any type of data breach, as a part of their wider risk management tool.

KEY DATA

CATEGORY	SUB-CATEGORY	METRIC	DEFINITION	2021
ENVIRONMENT METRICS	GHG emissions	Scope 1 (tCO2e)	Direct emissions due to owned, controlled sources. Preferably accounted for using the GHG Protocol (see glossary for details)	55,25
		Scope 2 (tCO2e)	Indirect emissions due to the purchase of electricity, heat, steam, etc. preferably accounted for using the GHG Protocol (see glossary for details)	60,38
		Scope 3 (tCO2e)	All other indirect emissions. Preferably accounted for using the GHG Protocol (see glossary for details)	2,42
		Turnover (thousands of euros)		9.294,5
		Renewable energy consumption (% of total consumption)	= Total renewable energy consumption / Total energy consumption * 100 (see glossary for details)	31%
SOCIAL & GOVERNANCE METRICS	Diversity	Total Full-Time Equivalent workers (FTEs)	Number of Full-Time Equivalent workers at end of 2021	69
		Female Full-Time Equivalent workers (FTEs)	Number of Female Full-Time Equivalent workers at end of 2021	33
	Board	Total number of board members	Number of people on board of directors at end of 2021. 'Board' means the administrative, management or supervisory body of a company	5
		Female board members	Number of women on board of directors at end of 2021	1
		Independent board members	Number of independent board members at end of 2021	1
	Policies	Anti-corruption & bribery policy	The Company has a policy on anti-corruption and anti-bribery	YES
		Cyber security risks initiative	The Company has initiatives in place to protect against cyber security risks	YES
		Privacy of employees & customers policy	The Company has a policy protecting the privacy of the employees and customers	YES

OUR PATH TO ACHIEVING UN SUSTAINABLE DEVELOPMENT GOALS

SUSTAINABLE DEVELOPMENT GOALS

Neos places great importance on its employees and strives to create inspiring and healthy working conditions for everyone. There are two dimensions of Neos's commitment to this goal; committing to actions that will improve working conditions in terms of ensuring equal remuneration, protection of labour rights, a constant professional advancement of its employees through educational workshops, etc. The other dimension focused on employees' health and well-being in terms of promoting sports activities and a healthy lifestyle.

Supported SDGs through business practice

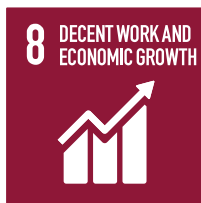
By complying with the ISO 9001:2015 on the quality management systems requirements, Neos is directly contributing to some of the targets under the four UN SDGs.



Internally supported SDGs



Neos is keen to create an inspiring and healthy work environment by placing a great effort on its employees. A company's actions are placed towards promoting healthy life habits such as a healthy diet and sports activities. Neos has ensured a healthy balanced breakfast for its employees and stations where employees can relax and enjoy sports activities. Sustainable means of transportation for work commute are highly encouraged, such as bicycling, walking, or public transportation.



Neos supports and addresses diversity, inclusion, gender equality and continuous learning among its employees. The company does not discriminate against anyone based on position, gender, religion, age, or any other individual characteristic. Active promotion of these values among the employees is further ensured by conducting educational workshops such as "gender equality and anti-discrimination principle" which are available throughout the year, online for employees to access. Special importance is placed on equal remuneration for men and women for work of equal value.

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