

The Company specifically requests staff to adhere to the principles embodied within the following Vehicle Policy:

The purpose of this Vehicle Policy is to reduce vehicle emissions, improve air quality, and conserve fuel. This Policy applies to all employees and contractors operating Company vehicles or personal vehicles in and around the Company's place of business and whilst travelling to and from destinations in the course of the Company's business.

The Company has plans to transition its own stock of vehicles to low-emission vehicles. At the end of 2026 when the current diesel pool car is replaced it will be replaced with a hybrid and we are committed to installing a EV charging point onsite, subject to Landlord approval.

The Company outsources end to end transport requirements to a specific Contractor, 24/7. We have selected them because they have a track record of achieving carbon minimisation.

Thirdly, we ensure that our vehicle hire supplier (Pro Hire, a market leading ESG organisation) supply us with hybrid vehicles whenever possible. Due to the time critical nature of our business and lack of EV charging infrastructure in the UK, we cannot use all electric vehicles on exhibitions.

In all cases, we will continue to optimise transportation routes and methods of transport to minimise fuel consumption and carbon emissions.

Another core objective of the Policy is that unnecessary idling of vehicles is prohibited. Vehicles should not stand idle for more than 30 seconds unless specific Exceptions apply.

Exceptions

- Stuck in traffic.
- Vehicle maintenance or inspection.
- Operating equipment requiring the engine to run.
- Safety or health reasons, such as extreme weather conditions.

All Line Managers and the Managing Director are responsible for monitoring compliance and addressing violations.

This Policy helps save on fuel costs, reduces vehicle wear and tear, and positively impacts the environment.

This Policy is monitored for compliance and reviewed annually by the Company.

Recommendations for any amendments should be reported to the Managing Director