

MortarCAPS Higher Learning Data Standard Ltd

Environmental Policy

Organisation	MortarCAPS Higher Learning Data Standard Ltd (ACN 684 569 864)
Registered address	368 Sussex Street, Sydney, NSW 2000, Australia
Policy owner	Gemma Williams, Head of Operations
Approved by	Board of Directors
Version	1.0
Effective date	17 February 2025
Next review	February 2027

1. Purpose

MortarCAPS Higher Learning Data Standard Ltd recognises that protecting the environment is integral to responsible operation and to the long-term interests of the communities we serve. This policy sets out our commitment to managing and minimising the environmental impact of our activities.

2. Scope

This policy applies to all directors, employees, volunteers, contractors and suppliers and covers all our operations, premises and procurement decisions within Australia.

3. Legislative framework

We comply with applicable Commonwealth and New South Wales environmental legislation, including the **Protection of the Environment Operations Act 1997 (NSW)**, the **Environment Protection and Biodiversity Conservation Act 1999 (Cth)** and associated regulations, together with the lawful conduct expectations of ACNC Governance Standard 3.

4. Our commitments

- Comply with all relevant environmental legislation, regulations and codes of practice as a minimum standard.
- Reduce energy consumption and greenhouse gas emissions across our operations, favouring renewable energy where practicable.
- Minimise waste through the waste hierarchy — avoid, reduce, reuse, recycle — and dispose of waste responsibly.
- Reduce consumption of paper, water and other resources and operate digitally where practicable.
- Consider environmental impact and lifecycle in procurement, favouring suppliers with sound environmental practices.
- Promote sustainable travel and remote working to reduce transport emissions.

5. Implementation and responsibilities

The Board endorses this policy. Management is responsible for setting practical environmental objectives, allocating resources and monitoring performance. All workers are expected to support the policy in their day-to-day activities.

6. Monitoring and review

We will monitor our environmental performance and seek continual improvement. This policy will be reviewed at least annually, with the next review due February 2027.

Approval

This policy has been approved by the Board of Directors of MortarCAPS Higher Learning Data Standard Ltd and is owned by the Head of Operations.

A handwritten signature in black ink, appearing to read 'Gemma Williams', is positioned above the 'Signed:' text.

Signed:

Gemma Williams

Head of Operations

MortarCAPS Higher Learning Data Standard Ltd

Date: 17 February 2025