

ENVIRONMENTAL SUSTAINABILITY POLICY

2018

CONTEXT

- (a) The way in which our people carry out their business activities impacts on the natural environment and other stakeholders along our supply chain, such as clients, employees, suppliers, the profession and communities.
- (b) As part of our Corporate Social Responsibility (CSR) programs we:
 - (i) Develop and deliver programs to monitor, continually improve and report on our environmental performance to our key clients and to the public;
 - (ii) Work to offer the benefits of our commitment to environmental and social sustainability to our clients; and
 - (iii) Work with our suppliers of goods and services to achieve better environmental and social sustainability by managing our procurement processes.
- (c) This policy forms part of Gilbert + Tobin's Environmental Management System.

SCOPE

- (a) This policy articulates the scope of Gilbert + Tobin's commitments to and responsibilities for protecting the natural environment in the areas for which we have operation control.
- (b) This policy applies to the business operations of Gilbert + Tobin globally, and to those suppliers as defined in the Gilbert + Tobin's Sustainable Procurement Policy.

OUR COMMITMENTS

- (a) Gilbert + Tobin integrates environmental sustainability principles into corporate and business level policies and procedures, strategic plans and other management processes.
- (b) Gilbert + Tobin is committed to implementing a consistent and high standard of environmental management that enables us to continually improve our environmental performance and to confidently assert ourselves as responsible contributors to our clients' supply chains.

- (c) Our top environmental priorities are to:
- reduce our use of paper and our consumption of energy,
 - investigate and, where possible, reduce/eliminate need for business travel, including flights and taxis;
 - fit-out our new office at 101 Collins St, Melbourne sustainably;
 - improve recycling and reducing waste stream contamination; and
 - review and ensure compliance with the sustainable procurement policy.

The initiatives we employ to meet our environmental targets in these areas will primarily reduce local and global pollution, decrease waste to landfill, reduce GHG emissions.

- (d) In undertaking these initiatives, at a minimum, we will ensure compliance with relevant environmental legislation.

responds to environmental impacts – that we show our commitment to the environment. We also demonstrate this commitment by listening to our stakeholders and delivering on our promises to them. The passionate people who represent the firm all have a role to play in improving our impacts on the environment.

- (b) We will measure our performance against our environmental targets, engage stakeholders on a regular basis, conduct an ongoing review of our Environmental Management System, and annually report using the Australian Legal Sector Alliance Environmental Reporting Tool.
- (c) This policy will be regularly reviewed in light of organisational changes and developments in stakeholder expectations and sustainability practice, at minimum, every two years.
- (d) Ultimate responsibility for implementation and review resides with the Gilbert + Tobin partnership. This role is primarily performed through delegation to the Head of CSR and the CSR Steering Committee, with oversight from the Gilbert + Tobin Pro Bono and CSR Partner.

OUR RESPONSIBILITY

- (a) At Gilbert + Tobin we are all responsible for environmental management, whether we deal directly with the environment or whether we place the environment at the centre of decisions we make. It's through the little things done well – from providing a consistent level of performance, to a decision that

MANAGEMENT APPROVAL

- (a) CSR Steering Committee: November 2018
- (b) G+T Board: November 2018
- (c) Last update: November 2018
- (d) Next review: November 2020



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