



OUR COMMITMENTS AND OUR ACTIONS FOR FUTURE GENERATIONS



ENVIRONMENT



SOCIETY



ETHICAL BUSINESS ECONOMY







Certifications and habilitations







Note ECOVADIS 68/100 (moyenne sectorielle 44/100)



Note ACESIA 84/100 (moyenne sectorielle 50/100)



Habilitations : Très Secret Secret OTAN Secret UE







Why the Global Compact?

The Global Compact is an initiative launched in 1999 by former general secretary of the United Nations, Kofi Annan.

It is a pact by which companies commit to align their operations and strategies with ten universally accepted principles on human rights, labor standards, the environment and anti-corruption.

In adhering to the Global Compact, the INTM Group publicly states its commitment to the ten universal principles of the initiative and therefore pledges to:

1

Take measures to modify how we operate so that the Global Compact and its principles are integrated in our way of administration, strategy, culture and daily activities.

<u>2</u>

Describe in its annual report or a similar report the way that we apply the Global Compact and its principles.

3

Campaign in favor of the Global Compact and its principles through press releases, declarations, etc.



The 10 Fundamental Principles

As all the other signatories, in adhering to the Global Compact, INTM commits to:

- 1. Promote and respect internationally recognized human rights.
 - 2. Not be complicit in basic human rights violations.
- 3. Respect the exercise of freedom of association and recognize the right to collective bargaining.
 - 4. Eliminate all forms of forced or obligatory labor.
 - 5. Abolish child labor.
 - 6. Eliminate discrimination in respect of employment and occupation.
 - 7. Apply a precautionary approach to environmental issues.
 - 8. Undertake initiatives to promote greater environmental responsibility.
 - 9. Support the development and diffusion of environmentally friendly technologies.
 - 10. Work against corruption in all its forms.



CSR makes it possible to combine economic logic, social and environmental responsibility.

INTM's main goal is to promote sustainable development:

To satisfy our present needs while allowing future generations to satisfy theirs, by reconciling the three dimensions of CSR, the Economy, the Environment and Society.

Environmental dimension

Compatibility between INTM's activities and safeguarding ecosystems (consuming resources, waste generation, polluting emissions).

Social dimension

This represents the human factor of the company: its employees (working conditions, remuneration level, non-discrimination), but also its suppliers and clients.

Economic dimension

«Classic» financial performance, as well as business ethics, and «green business»

INTM's capacity to contribute to economic development of its area of location and its stakeholders





Controlled consumption

- Limit printing on paper to a strict minimum. Put in place badge system for printers.
- Default double-sided printing.
- Every printing must be black and white, except the final version of a document to be printed in color.
- The employees commit to archiving documents in computer form, when paper archiving is not necessary.
- Limit photocopies and opt for emails with attachment.
- Centralize printing to
- discourage personal printing.
- Prohibit disposable cups and other non-recyclable supplies. Reusable cups are offered to all staff.

Waste management

Recycling bins were set up in our premises by ESAT le Petit Plus for:

- Ink cartridges,
- Paper and cardboard,
- Plastic,

- Glass,
- Cells or batteries.

Towards saving energy

- INTM employees commit to systematically turning off their computer, screens or mainframes every evening,
- The employees commit to systematically turning off office lights,
- Radiators and air conditioning must be switched off Friday evening,
- Priority is given to public transport and carpooling among INTM employees,
- Developing occasional teleworking when it is possible.



How and where to act?

Using less paper...

It can be done:

By avoiding printing: emails, work documents, presentations, etc. We can select only the part that is indispensable to print, which must be read away from the desk, etc.,

By configuring photocopiers and printers to automatically print double-sided.

By printing documents with 2 pages per piece of paper,

By printing only the number of copies necessary,

By using trays and canvas envelopes for internal mail,

By reusing the other sides of documents printed or copied for drafts,

By cancelling unused subscriptions to newspapers or magazines, even those that are free.



How and where to act? Water

- Notices and emails
- Checking correct closing of taps after use
- Installing toilets with dual flush systems
- Checking and repairing leaks
- Discussing setting up water spout with the owners of all our buildings



How and where to act? Heating and air conditioning

In Winter...

Regulate thermostats to 19°C: go from 20°C to 19°C allows saving 7% of heat consumption.

Adapt the heat according to the exterior temperature and sunlight, and not necessarily in the same way: offices facing south, behind glass can benefit from sunny days even in winter.

Share information to contact the building's managing service, in case of malfunctioning (offices over or underheated).



In summer...

Maintain cool air by avoiding air conditioning use: ventilate during cooler hours, close doors, blinds and windows during hotter hours,

Close protection against sun (blinds, shutters, etc.) during the day to keep cool, regulate the air conditioning, if it is really necessary, to 4° C under outside temperature, without going under 26° C. If the difference between the temperature outside and inside is too great, there is a risk of thermal shock. Finally, for air conditioning to be effective, it must work with all the windows closed.





How and where to act? Lighting

Easy actions...

Choose your workspace well. Placed perpendicularly to windows, you benefit the most from natural light,

Switch off lamps in rooms not occupied and when absent. Think of it when leaving for lunch, the evening or before the weekend: 10 minutes of useless lighting 3 times per day is the equivalent of 5 whole days of lighting after a year!

Do not replace bulbs yourself: INTM exchanged all energy-consuming lamps at the signing of our lease with energy-saving lamps (low-energy lamps, high-efficiency fluorescent tubes, etc.). This is significant, as lighting represents 15 to 20% of energy spent in offices.

How and where to act? Waste

It's essential to...
respect the sorting instructions of INTM to allow the recycling of
the following elements:

- Paper
- Ink cartridges
- Batteries
- Low energy bulbs

But also:

- Plastic
- Glass
- Aluminum

Each of these used elements can be disposed of in an appropriate bin near our photocopier.



Our displays to raise awareness of eco-actions



Sorting: let's adopt the right actions

FOR RECYCLING

- White or color paper
- Newspapers, journals, magazines
- Catalogues, directories, books
- Prospetuses, brochures
- Post-its, envelopes (withor without windows)
- Folders and cardboard sleeves
- Bound documents (files, brochures)
- Spiral notebooks
- Filled folders
- Empty folders
- Cups (paper or plastic)
- · Foam cardboard

N.B. Leave paperclips and staples.

NOT FOR RECYCLING

- Paper tissues
- · Food wrapping
- Reinforced envelopes
- Bubble wrap
- Polystyrene

N.B. All dirty and soiled papers are also prohibited.

Sorting allows:

Saving 17 trees

Saving 30 000 L of water

Saving Sound L of water

Saving Sound L of water

Creating Permanent Contracts for The disabled

Because technology is all about people.



Our displays to raise awareness of eco-actions



Recycling

let's all participate

together





















Because technology is all about people.



Our displays to raise awareness of eco-actions





Recycling and energy consumption

Since February 2018, the Group has in place a partnership with the EA (entreprise adaptée) Le Petit Plus for recycling and tracking all of its waste. Before this date, the INTM Group had a partnership with the EA Cèdre.

The INTM Group recycles on all of its sites: paper, cardboard, plastic, cans, ink cartridges, batteries, IT materials and coffee capsules.

In 2021, we recycled:

- 1720 kilograms of paper and cardboard
- 215 kilograms of plastic
- 642.5 kilograms of cans, bottles and cups
- 16 kilograms of coffee capsules
- 55 kilograms computer supplies
- 57 kilograms of printer cartridges

The sorting and recycling achieved allows the following environmental benefits for 2019:

- 17 trees saved
- Saving the equivalent of energy consumption for 2 people in France for a year
- 1 week of work for 1 person in the workforce



Move

On February 9, 2018, the INTM Group moved to the building at 2 rue Kleber, 92300 Levallois-Perret.

This building is a BBC (low-energy building) (annexe 4, full document available on request):

Definition of BBC label:

Name signifying "Bâtiment de Basse Consommation" which designates an ensemble of norms applicable to a construction of which the energy consumption (heating, lighting, hot water, air conditioning, etc.) is considerably reduced. These rules especially pertain to the insulation, ventilation, air tightness, exposure to sunlight (south-facing, large windows, etc.).

This label constitutes a mandatory reference for new constructions since the enforcement of the thermal regulation 2012 (RT2012) on January 1, 2013. Buildings with construction permits submitted starting from this date (including worksites begun by individuals) must thus respect an energy consumption limit equal to 50 kWh/ep/m2/year.

https://droit-finances.commentcamarche.com/faq/28501-label-bbc-definition



In 2019, we carried out several moves: Rennes, Toulouse, Strasbourg, etc. We moved with the environmentally conscious company Move Office having the same CSR values as the INTM Group.

Our moves were carried out without boxes, only with plastic boxes (annex 5, complete quotation available on request).





SOCIETY

INTM's social policy is based on confidence, ethics and respect. The main challenge is to assure an equitable partnership with our consultants, to satisfy and bring the best productivity and competitiveness for the company.

INTM has implemented several actions:

- Favor interpersonal relationships,
- Assure equality and fight against all forms of discrimination,
- Encourage creativity and employees' ability to take initiative,
- Developing individual and collective skills,

- Include ethics in the company's policy, based on the respect of values,
- Seeking client and employee satisfaction,
- Securing work conditions and guaranteeing employees' health,
- Showing solidarity with employees in difficulty.

The INTM Group is committed to ensuring that its activities are carried out in a healthy environment that respects human rights.

The INTM Group's management committee meets once every six months in an ethics committee to ensure that the company's activities are carried out with respect for each employee and any other individual who has a role in the company's business activities.

Career management

Actions in place regarding career management are:

- Transparent recruitment process (communicating clearly with all the candidates)
- Regular evaluation (at least once a year) on individual performance and aspirations
- Establishing a career plan and individual development for all the employees
- Measures favoring internal mobility
- Policy giving priority to internal recruitment
- Training plans to develop skills



Training

The INTM Group has a registration number (N° 11 75 45824 75) and as a training organization, we guide our consultants and our clients on our main fields of expertise:

- IS Professions: training is provided by our expert and certified consultants who give both practical and theoretical courses. The expert consultants are sponsors, and the sponsored students can call on them as needed. Since 2018, an online training platform has been launched: it provides access to the entire training catalog as well as to online MOOCs.
- •Through its NSIS subsidiary, the INTM Group is developing a «Youth Offer» for its key account clients. This program offers young graduates with 4/5 years of higher education in technical and/or scientific fields the opportunity to redirect their career towards the IT sector. Various 2 to 3-year courses are offered: IBM Mainframe (CICS, COBOL, DB2), IT (JAVA / J2E), AMOA (Homologation), Operation, Ad Hoc course. Since its creation in 2000, more than 1,400 young graduates have been hired on permanent contracts while benefiting from a few weeks of training.

• Méthodologies & Management:

All proven methodologies necessary for the IT industry (ITIL, Agile, Scrum, CMMI, Prince2, etc.) are taught at the institute by certified trainers from the IT sector.

• Linguistics: English trainers are dedicated full time to our consultants. An evaluation is made during a first exchange to identify the level and areas for improvement. Then a personalized training program is set up by the teachers

The training manager and the quality manager ensure the organization of training courses according to resources, customer needs and employee needs. Specific training courses necessary for our consultants to adapt to our client environments are also provided by the INTM Group and given by one of our partners.

Through these training courses, the INTM Group encourages mobility and internal skills development. These actions promote the well-being of our employees, which is reflected in indicators such as the low turnover (8% per year on average).



Training center

The INTM Group is VeriSelect certified and DataDock references.







Our premises as well as our training materials are accessible to people with disabilities. If there are any health-related issues that you would like to bring to our attention, please do not hesitate to contact the disability representative regarding any needs for your training:

Loretta LEE : loretta.lee@intm.fr Flore BOULBEN : flore.boulben@intm.fr



Diversity and working conditions

Human Rights and the International Labour Organization (OIT)

The INTM Group respects human rights and the principles of the International Labour Organization (ILO), notably through its active commitment to the United Nations Global Compact and through the implementation and respect of an ethical code of conduct.

The four fundamental categories of the International Labour Organization declaration are:

- Freedom of association and the effective recognition of the right to collective bargaining
- Eliminating all forms of forced or obligatory work
- Effective abolition of child labor
- Eliminating discrimination in employment and occupation.

Freedom of association and the effective recognition of the right to collective bargaining

Measures put in place within INTM Group concerning freedom of association and the effective recognition of the right to collective bargaining are:

- The convention and the collective agreements through the intermediary of the CE DP CHCT INTM, its elected representatives and members.
- 100% of our employees are covered by our collective agreement.
- Measures for facilitating the balance between work and private life.

- A complementary health plan subsidized by the company.
- A code of ethical conduct presented to and validated by each new entrant.
- Transparence to employees regarding safety and control measures.



Diversity and work conditions

Eliminating all forms of forced or obligatory work, effective abolition of child labor

The measures deployed concerning the elimination of all forms of forced or compulsory labor and the effective abolition of child labor are:

The public commitment to the United Nations Global Compact, notably the respect of principles 1, 2, 4 and 5.

The INTM Group's management committee meets once every six months in an ethics committee to ensure that the company's activities are carried out with respect for each employee and any other individual involved in the company's business activities.

Awareness is raised among the management team, in particular through training on the fundamental principles of human rights.

The INTM Group set up a partnership with the Fondation de France in 2015. It is especially thanks to this partnership that we support the project «Accompanying children and their families in difficulty» which helps families in difficulty to face economic precariousness, social or cultural segregation, as well as isolation.

Global Compact Principles are stated below:

- Principe 1: Businesses should support and respect the protection of internationally proclaimed human rights.
- Principe 2: Businesses should make sure that they are not complicit in human rights abuses.
- Principle 3: Businesses should respect freedom of association and the right to collective bargaining.
- Principe 4: Businesses should contribute to the elimination of forced or compulsory labour.
- Principe 5: Businesses should work towards the effective abolition of child labour.



Diversity and working conditions

Eliminating discrimination in employment and occupation

Measures implemented concerning equality and eliminating discrimination in employment and occupation are:

- Actions carried out in the fields of human resources management, respect for the rights of everyone, diversity, equality and non-discrimination
- Non-discrimination in selecting employees: employing seniors and the disabled
- Equal salary for men and women
- Recruiting candidates without discriminatory filters with proactive measures to avoid discrimination: non-nominative resumes, no photos.
- Importance of cultural diversity

- Accompaniment for certain foreign candidates to obtain change in their status
- Actions taken to promote the employability of young people. The INTM Group has set up partnerships with schools and NGOs (Nos Quartiers ont des Talents and the Fondation de France) in order to help young people enter the professional world so that they can all have access to the same professional opportunities and have equal chances of success. The Group is particularly involved in the Déclics jeunes scholarship program. This program helps young people pursue making their career plans a reality.





Health and security

The INTM Group is committed to the health and safety of its employees.

At the INTM premises, each employee and supplier of the company will be informed of the following points:

- Providing protective equipment for all concerned employees
- The existence of a CHSCT (Committee for Hygiene, Security and Working Conditions) for health and safety management
- An obligatory health checkup for all employees
- H0B0 (electrical authorization) training when necessary
- First aid training for a certain number of employees
- • Before any paid work, signing a contract as employee or subcontractor,

- Visit of premises and signature of prevention plan with a member of the CHSCT,
- Presentation of the INTM Group welcome booklet containing plans, good behavioral practices and the basics of the company culture,
- Access to the internal rules,
- Obligatory medical visit in weeks following the employee joining the company as well as regular checks regarding labor code rules,

During work on client premises:

- Any intervention will result in a site visit (if necessary) by a representative of the company, signing a prevention plan for the site and distributing the health and safety rules on the customer's site as well as the description of the rules to be observed. This process will result in written notification by the employee of the information received.
- The employee will be informed and should conform to the security regulations.



Handicap

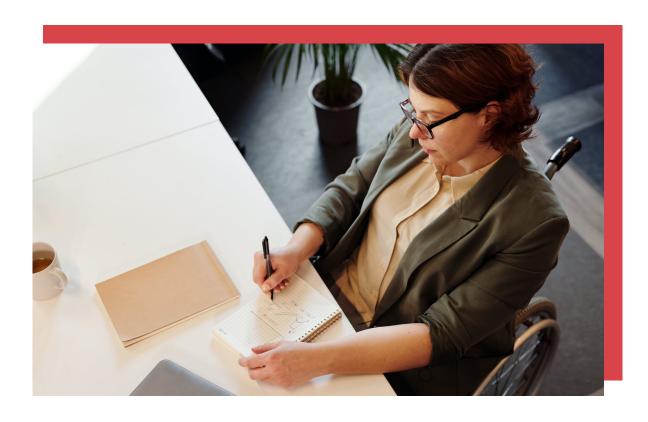
The INTM Group has a policy of integrating people with disabilities to pursue the application of social provisions within the company:

- Accessibility of sites,
- Providing adapted materials,
- Non-discrimination,

- Diversity and equality,
- Respect of each person's rights,
- Career advancement and personal development.

The INTM Group uses Etablissement et Service d'Aide par le Travail (ESAT) whenever possible.

The Group uses Le Petit Plus and AP2R for all of its recycling, as well as other such organizations for various services (e.g., meal trays)





NGO

Within the Foundation, the INTM Group has set up a Patronage section, which supports NGOs through several actions:

NQT (Nos Quartiers ont des Talents)

This non-profit association helps youth from high-risk neighborhoods and/or disadvantaged social backgrounds to enter the professional world.

The INTM Group has been partner of the association since 2013 and has several actions in place:

- Sponsorship of young graduates: staff members have volunteered to sponsor young people from disadvantaged or priority neighborhoods, to help them in their professional endeavors. These young people have a 4 to 5-year degree. Sponsorship consists of following a young person, helping him or her to gain self-confidence, prepare an interview, a cover letter, a CV and possibly share his or her network.
- Events on INTM Group premises
- Presentation of the IT environment and professions, in particular digital services, to young people from different backgrounds. The objective was to open perspectives to these young people, to show them that IT is a multidisciplinary environment.
- Coaching Evening: helping prepare for interviews in small groups.

La Fondation de France

Through this partnership, INTM Group has chosen to support actions on two themes: Youth and the environment.

It is particularly thanks to this sponsorship that we support the project Accompagner les enfants et leurs familles en difficulté (Supporting children and their families in difficulty), which helps families in difficulty to cope with economic insecurity, social or cultural segregation, and isolation.

The INTM Group also responds to urgent issues: for example, by supporting the action «Tous unis contre le virus» (All united against the virus) against Covid 19.

Fondation du Patrimoine

In 2019, INTM Group made a donation to Fondation du Patrimoine for reconstructing Notre Dame Cathedral in Paris.



NGO

Its mission is to help companies in the choice of projects in which they are involved by providing expertise on projects, project selection and advice.

The INTM Group has chosen projects corresponding to its values:

- Supporting youth: promote the development, growth and socialization of youth
- Sustainable development: Placing people and nature in the center of its actions in favoring citizenship and respecting the environment

The development of digital technology at the service of the individual by implementing concrete and innovative initiatives (e.g., connected objects for health allowing patients to be monitored at a distance).

Patronage with the associations:

The INTM Group also sponsors sporting events with a humanitarian dimension.

The Group therefore participated this year in the 10km "heart" race to benefit the Adicare association, which supports cardiology research. It also participated in the "breathing" race for the benefit of the association Vaincre la Mucoviscidose (Overcoming Cystic Fibrosis).

Moreover, the INTM Group also participated in a charity golf tournament organized by CheerUp! association, which meets with young cancer patients and helps them carry out their projects.

Finally, the INTM Group supports the student team of the Euridis business school which participates in the 4L Trophy race. Each year, this race allows the collection of school supplies and the construction of schools in Morocco.

The Group also supports numerous local sports teams, such as the Champigny-sur-Marne rugby school. This assistance promotes the social fabric of this underprivileged town in the Val de Marne.



ECONOMY AND BUSINESS ETHICS

- INTM is committed to meeting the expectations set out in the Bruntland Report to pursue economic growth while respecting the other two cornerstones, social and environmental.
- INTM wants to assure its development and profitability in the long term by setting up a quality approach.
- Through all its activities and services, INTM intends to apply the principles of fair trade to allow its clients as well as its suppliers to be placed in the center of the business relationship.

- INTM is careful to reject all forms of corruption at any level of its partnerships, from suppliers to clients.
- This involves developing partnerships founded on confidence, transparency, information and social responsibility.
 (See Code of conduct below)

Some figures

"Office life is daily for many of us: about 13 million office and administrative employees in France, or 46 % of the active working population.

The office is also more than 175 million m2 of buildings, which consume 275 kWhEP / m2 yearly, of which 56 % is heating and 32 % for specific uses of electricity.

With an average commute of 15 km, we each cover 6 600 km each year to go to work, or the distance Paris - New Dehli, which uses up about 1.4 tons of CO2 per person.

This sector of activity creates an imposing quantity of waste: to take paper as an example, the French at the office produce 900 000 tons each year."



How and where to act? The computer

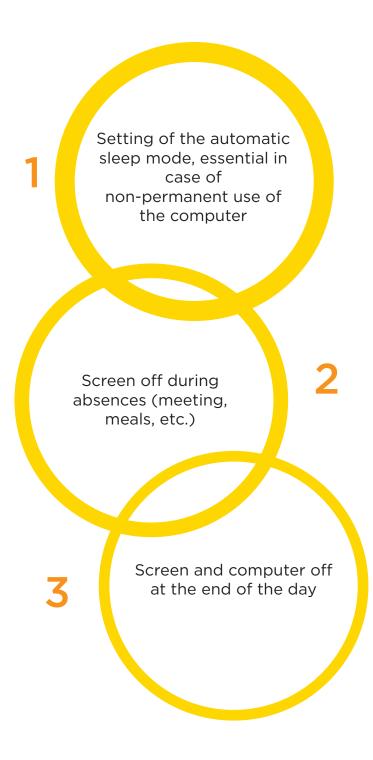
Not all computers consume the same amount of energy: a laptop computer consumes 50 to 80% less energy than a desktop computer. This is one of the main reasons why 95% of INTM employees have a laptop.

The way in which the computer is used is a decisive factor in limiting its consumption. To combine saving energy and efficiency in the office: Use the standby mode with discretion. A computer in standby mode still uses 20 to 40% of its power consumption on. You might as well turn it off as often as possible! Most computers continue to consume power, even when they are turned off. The use of power strips with a switch can eliminate this unnecessary consumption.

When you turn off a laptop, there's no need to leave its power supply plugged in if its batteries are not working.

Effectively manage the operation of the screen. It tolerates very well repeated switch-offs and switch-ons to save, so there is no need to leave it on if you do not use it for more than 15 minutes. Dimming its brightness reduces its consumption. It's also more comfortable for the eyes.

For those who use their own equipment: beware of screen savers (designed to extend its life) that use 3D graphics: they can consume as much, if not more than the active mode. Don't confuse them with energy savers, which provide substantial savings when the computer is in standby mode.





How and where to act?

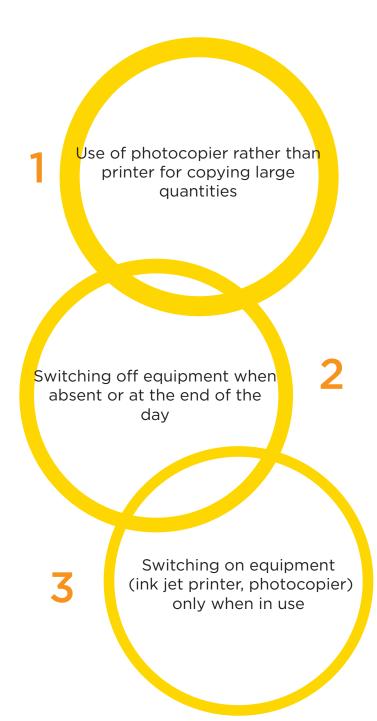
Even if the choice of equipment is not the responsibility of the staff, it is essential to know the reasons of the equipment chosen by INTM.

As it is more economical to have a multifunctional device (printer / scanner / photocopier) and more economical to connect all

(printer / scanner / photocopier) and even more economical to connect all the computers to a collective printer rather than to equip each workstation with an individual printer, INTM's choice naturally turned to collective printers.

The power of inkjet printers varies from 5 to 10 W in operation. These devices do not need to be preheated, unlike laser printers whose power is between 200 and 300 W.

Please note that a photocopier consumes 80% of its energy in «standby» mode.





The INTM Group commits to continuing its actions on the following subjects:

- Favoring electronic forms for all document sharing.
- Favoring using video projectors and leaving copies on USB keys for all our presentations.
- Digitalization policy: dematerializing all administrative and accounting documents, favoring electronic bills. Set up electronic signature with Adobe.
- Favoring telephone meetings as much as possible, implemented through VisioConférence and Lync and Skype Entreprise (licence E3) tools.

- Favoring ecological transportation methods, métro, Velib, Tramway and train rather than the car
- Optimizing our journeys.
- •Making others aware of our role in preserving the environment (ex: message "think of the environment before printing") on signatures of all our electronic mail.

Business ethics

The INTM Group, in its business practices, works daily for the development and use of ethical and moral practices. Within the Group, there is no compromise on integrity and corruption.

- The measures and actions in place to promote business ethics and anti-corruption are:
- The implementation of a code of conduct studied and validated by all employees and by suppliers and subcontractors
- Compliance with intellectual property rules and rights
- Training on anti-fraud practices
- Frequent reminders of ethical practices

- An ethics committee that meets regularly to ensure that the INTM Group's activities are carried out in compliance with anti-corruption practices
- A control process to prevent corruption and to ensure that all production is done in accordance with the regulations in force



Responsible purchasing

The INTM Group has a sustainable and responsible purchasing policy and has several actions in place:

- The choice of office equipment (supplies, furniture, etc.) according to environmental and social criteria.
- All the Group's managers pass the IBM certificate: Integrity in supplier relations.
- • The choice of IT equipment according to environmental and social criteria: all our IT equipment is Energy Star certified.
- The implementation of and compliance with a «sustainable purchasing» charter.

- The systematic integration of social and environmental clauses in contracts.
- An implementation procedure to regularly evaluate suppliers on environmental and social issues.
- Auditing suppliers on environmental and social issues. Suppliers respond annually to the INTM Group's CSR questionnaire.

Policy of selecting suppliers

In selecting suppliers, the INTM Group favors:

- Local suppliers
- Suppliers achieving low CO2 emissions
- •Suppliers including disabled workers and staff returning to work
- Suppliers who comply with labor legislation and respect the fiscal, social and corporate rules of the country of intervention
- Suppliers with a proven CSR policy

Policy of managing purchases

All purchases within INTM are subject to:

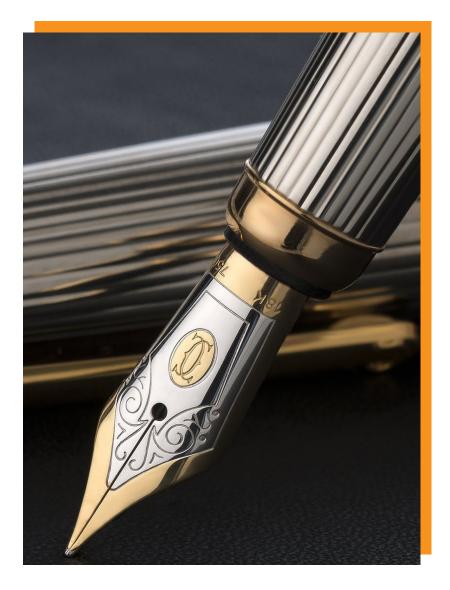
- Validation justifying the request for the purchase
- Analysis of the supplier responsibility



Subcontractors and suppliers

The Group asks its subcontractors and suppliers to adhere to its code of conduct when contracts are signed between two parties, in order to ensure continuity in the value chain.

When we use subcontractors for our projects, we require them to provide a copy of the Déclaration Unique d'Embauche (single employment declaration) for each consultant. This document allows us to prove the compliance of the subcontractor to Urssaf and other labor organizations and therefore allows us to fight against the offence of loss-making sales and the illegal hiring of labor. The INTM Group also provides its clients with a copy of the DUE of consultants working on their projects.







Because technology is all about people.

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