CORPORATE SOCIAL RESPONSIBILITY
COMMITTED TO OUR PEOPLE AND COMMUNITY

Values, culture & principles

OUR VALUES

SCISYS recognises that corporate values stem from our principles and that these shape our internal behaviours and culture across the Group. We believe in the values of openness, integrity, trust, honesty and being supportive. We are also committed to the principles of inclusion, flexibility, enthusiasm, commitment and above all being genuine, open and accountable. These are the foundations of good conduct and ethical behaviours.

VALUING OUR PEOPLE

Our goal is to maintain a sustainable, growing business. We are committed to operate with honesty and integrity. We understand that a company culture is set from the top – by leaders and managers who listen, cooperate and lend their support to all members of the workforce. We aim to understand and engage with our people in an open and honest way.

We feel that it is important all employees understand the role they play as valued stakeholders in contributing to the Group's future success. We provide regular all-staff meetings and updates and communicate their work across the business by championing it online and through internal news releases.

We are committed to the principles of being genuine and showing commitment, inclusion and flexibility to our people, since they are our most important asset. We want them to feel valued as well as to respect each other. Our values are shaped by these principles and are the foundations of good conduct and ethical behaviours. These values and behaviours are expected from senior managers.

As an ethical business, we select and conduct due diligence on all potential suppliers to ensure their business practices match our values and principles. SCISYS Group PLC and its subsidiaries recognise and firmly believe that modern slavery, human trafficking and forced labour is an abhorrent abuse of human rights which pervades communities across the globe. We recognise the importance of the Modern Slavery Act 2015 and have published our Modern Slavery Statement on our website, which includes auditing our supply chain appropriately.

EQUALITY AND DIVERSITY

SCISYS values diversity and we are dedicated to creating a workforce that is diverse and positive, regardless of the background or characteristics of our employees. Everyone is valued and treated equally, regardless of age, gender, religion, colour, sexual orientation or disability. Therefore, we aim to have a workforce that is representative of all sections of society. We promote and advertise our roles on widely accessible job boards. Selection for employment, promotion or training is based on individuals' own merits. To promote well-being and support for our employees, we will consider job-sharing, flexi- and part-time working, and put this into practice.

PROMOTING WORKPLACE SAFETY AND WELL-BEING

Fostering a healthy and motivated workforce is just as good for well-being as it is good for business. As employers, we are committed
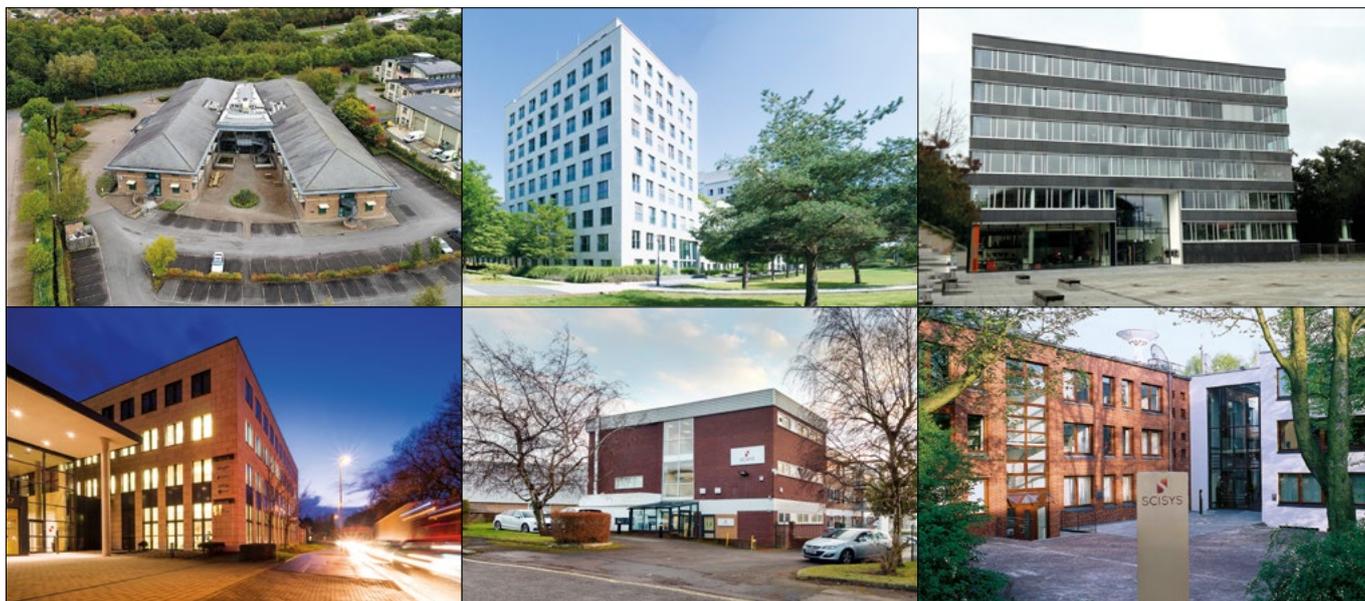
to providing a safe and healthy workplace. We aim to provide a working environment that is positive and free from behaviour that could adversely affect individuals' well-being or work performance. Our employees are expected to make a positive contribution towards this policy at all times.

Our on-site, subsidised canteens offer a range of healthy-eating options that cater to a range of dietary needs. Where possible we provide on-site gym access, as well as enabling a number of fitness/sporting events, sessions and activities that promote staff fitness, health and team-building.

RECRUITING FOR TALENT AND CULTURAL FIT
SCISYS frequently recruits employees in a variety of fields with specialist skills and experience, who can find solutions and deliver innovation. We aim to ensure that job requirements and job selection criteria are clear and based only on what is required of the role. To sharpen our recruitment efforts in a tight market for skills, in the UK we launched a new recruitment site/portal and tested the use of advertising aimed at commuters, as well as overhauling our graduate recruitment campaign. These efforts contributed greatly to our recruitment activities in both the UK and Germany.

SUPPORTING AND DEVELOPING OUR PEOPLE
Our people matter. SCISYS puts heavy emphasis on skills and training. As we operate in a number of highly skilled sectors and markets, it is vital that our employees

have ample opportunities for training and development throughout their careers. This is important for empowering employees to achieve their potential and this promotes performance.

SCISYS also ensures that managers and employees are encouraged to engage colleagues as mentors and to share vital workplace knowledge, skills and experience. New staff receive detailed welcome packs, induction days and are introduced to the business by being paired with a peer or colleague for early guidance. Staff receive a range of training resources, self-learning materials and opportunities for regular attendance at seminars, conferences and in-house workshops, etc. They also have one-to-one meetings with line managers and receive regular feedback.

INSPIRING THE NEXT GENERATION
SCISYS understands that inspiring and supporting the next generation of skilled ICT and engineering professionals is an important part of alleviating broadly recognised skills shortages in these fields. It is critical that we play a part in growing a talented pool of skilled workers for the present and future. We have increased our efforts in community outreach and sector engagement in the STEM fields to support the enthusiasm for access to technical professions.

We are committed to and support our staff in making regular appearances at schools, colleges, universities and events. More formally, a number of staff act as formal STEM Ambassadors through the

UK STEMnet programme. The Group also participates in apprenticeship schemes in both Germany and the UK, taking on a number of apprentices, interns and work-experience placements every year. These provide valuable experience and gateways for school-leavers. For recent graduates, we offer bespoke opportunities for hands-on roles that quickly progress their careers.

PROTECTING THE ENVIRONMENT
Our goal is to provide not only a safe workplace for our employees, we also seek to minimise our overall impact on the environment. These are set out in our environmental policies. SCISYS is keen to demonstrate to its customers, employees and neighbours that it takes environmental issues seriously. Although as a software and solutions provider we have no manufacturing facilities, we do recognise that day-to-day business activities have an impact in a variety of ways. Therefore, we strive to minimise our impact in every way viable.

SCISYS has steps in place for the continual review of our environmental policies and objectives, which focus on reducing waste, consumables, unnecessary travel, use of fossil fuels and our CO_2 emissions as a business. In 2018 we achieved the 3-year ISO 14001 environmental certification for our three main UK sites. We are dedicated to reducing waste and consumption across the Group. Where possible, we work with a range of suppliers at local level – not only in order to minimise environmental impacts but also to make a positive contribution to the local community and economy.

Strategic Report

Corporate Governance

Financial Statements

Our people & workplace
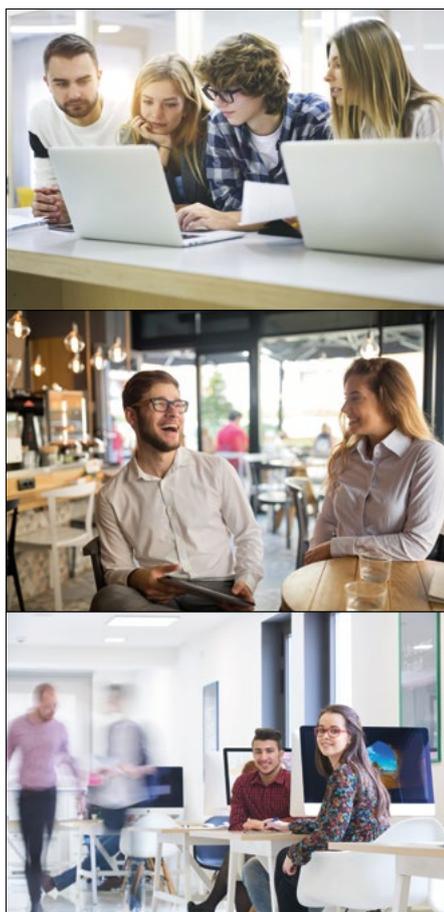
SCISYS is aware of the reporting obligations of ESOS Phase 2 within the UK. Although we do not qualify for ESOS at this time, we recognise the scheme brings potential benefits for energy management and subsequent energy savings, in addition to environmental protection benefits. To this end the Board decided to undertake an ESOS review and to report on it early. We are now looking at the potential energy savings identified in the ESOS report to create a programme of improvements as part of our ISO14001 environmental certification management objectives for 2019.

QUALITY & SAFETY POLICIES

SCISYS has the objective of continuously improving the quality of the products and services we provide our customers. Across the Group we are certified with various ISO benchmarks. In SCISYS UK Ltd, we maintain the following: Quality (ISO 9001), Environment (ISO 14001), IT Service Management (ISO 20000-1) and Information Security (ISO 27001). In SCISYS Deutschland GmbH, we hold: Quality (ISO 9001), Environment (ISO 14001) and Occupational Health & Safety (OHSAS 18001). SCISYS Media Solutions GmbH (previously Annova) is currently working towards certification to ISO 9001 and ISO 27001. With the exception of health & safety, the Technical Director is the Director appointed by the Board to have responsibility for these areas of governance and certification.

The Finance Director is appointed by the Board to be responsible for the health & safety performance across the Group. The Group policy places responsibility for the management of health & safety matters on local subsidiary management who are supported by Group representatives and local external advisers where necessary.

Our office sites operate to meet ISO 14001 certified environmental management systems. This is an internationally agreed standard that sets out criteria for an environmental management system. We expect SCISYS companies to implement policies designed to proactively mitigate their environmental impact rather than policies just for carbon offsetting.

The Group uses this framework for measuring and improving its environmental impact.

The Group monitors its data on energy usage across the Group, including electricity, gas, etc, to calculate CO_2 output. Reduction measures in 2018 include continued investment in facilities and building refurbishment. Replacing ageing equipment with new – such as introducing LED lighting, installing modern air-conditioning – has brought better efficiencies and reduced energy consumption overall. We also adhere to all obligations and licences with regard to waste streams, recycling and ethical disposal. SCISYS promotes increased environmental awareness among employees by encouraging car-sharing through offering passenger rates or by avoiding unnecessary travel (by using video conferencing as an alternative, etc).

COMMUNITY INVESTMENT

SCISYS supports a number of charities in the countries that it operates in. We encourage subsidiaries to identify and support local charities, and our own employees are also dedicated to raising money in support of various charitable organisations through ad hoc activities and events throughout the year.

In the UK in 2018, SCISYS supported or donated to the following charities: Macmillan Cancer Support, Children's Hospice South West, Dressability, British Heart Foundation, Alzheimer's Society and Supporting Wounded Veterans.

In Germany in 2018, SCISYS supported or donated to the following charities: Johanniter-Unfall-Hilfe e.V., UNICEF Bochum. ●

Group headcount: 679 (2017: 592)

363
GERMANY (2017: 321)

316
UNITED KINGDOM (2017: 271)

These figures are as at 31 December 2018. They include SCISYS UK Ltd, and Xibis Ltd in the UK; SCISYS Media Solutions GmbH (previously Annova) and SCISYS Deutschland GmbH in Germany. Our combined SCISYS M&B and Annova divisions are based predominantly in Germany (note: 4 Annova staff are based in France, and a number are also in the UK). Our SCISYS ESD division and Xibis are British based. Of the Space division, roughly 40% of staff are in the UK and 60% are in Germany.