



SUSTAINABLE  
**DIGITAL WORKPLACE**  
PERFORMANCE  
*an epsa company*

# ETHICAL CHARTER



**SAASWEDO IS DRIVEN BY THE CONVICTION THAT  
TOMORROW'S BUSINESS WILL BE A RESPONSIBLE ONE.**

Today, this ambition is leading us to build a company with high human added value. For us, this collective project is a lever for transformation, a source of performance and sustainable growth.

Social and environmental issues are redefining the place of business in society. Its role is no longer simply to generate profit, but to do so while having a positive impact on the world. In this context, companies need to be part of this incredible transformation.

SAASWEDO is committed to a process of reflection and action on its Corporate Social Responsibility (CSR) and, via the EPSA Foundation, draws on its expertise to contribute to a more inclusive society that is more respectful of the environment.

This is also a new challenge for SAASWEDO, which involves incorporating CSR solutions into each of its areas of expertise so that it can always offer a range of products that is adapted to the challenges of today and anticipate the challenges of tomorrow.

This ethical charter, which is supported by management and shared with all SAASWEDO employees, provides a common frame of reference for all its stakeholders.

Christian COR  
Founding Chairman of SAASWEDO



## RESPONSIBLE GOVERNANCE

As SAASWEDO continues to grow, it has a duty to take its social and environmental footprints into account, so that they can be brought into synergy with its economic footprint.

**This mastery, and the linking of these footprints, has led us today to a strong structuring of our social responsibility, driven by the leadership and top management of SAASWEDO.**

To ensure that this ambition is properly implemented, SAASWEDO's governance complies with several key principles, in particular respect for human rights.

SAASWEDO has signed the Planet Tech'Care Charter and is in the process of obtaining LUCIE 26000 certification. SAASWEDO is part of the EPSA Group ([www.epsa.com](http://www.epsa.com)) a signatory of the United Nations Global Compact, and therefore supports the ten principles involved, including respect for human rights. SAASWEDO also promotes these principles, particularly within its sphere of influence.

For SAASWEDO, respecting human rights means being vigilant in identifying potential direct or indirect negative impacts of its organization in order to correct them.

SAASWEDO therefore continuously monitors its activities to ensure that it is not directly or indirectly involved in a human rights violation committed by another company, a government, an individual, a group, or any other entity with which it collaborates.

Through its international presence, SAASWEDO respects communities and seeks to respect local cultures.



## ETHICAL BUSINESS CONDUCT

SAASWEDO has drawn up several documents to underpin its commitment to Corporate Social and Environmental Responsibility:

- An CSR charter
- An anti-corruption policy
- A responsible purchasing charter
- A “SAASWEDO, a responsible company” booklet
- This ethical charter

These documents are a guide for all SAASWEDO teams, who are obliged not only to respect their principles, but also to contribute to their development.

They are intended to provide a framework that will enable SAASWEDO to pursue its economic and social objectives by considering, on a daily basis, all of its stakeholders and the impact associated with their decisions.

### **BEHAVIOUR TOWARDS CUSTOMERS**

Each member of SAASWEDO's staff must respect the principles of loyalty and integrity with regard to customers. Given the nature of the services provided by SAASWEDO, no compromise is acceptable in the area of security.

Furthermore, SAASWEDO is aware that corruption poses commercial risks to the company, as well as risks of weakening credibility and reputation, and consequently of destabilising the internal organisation. SAASWEDO is therefore committed to combating all forms of corruption in all its activities.

### **BEHAVIOUR TOWARDS SUPPLIERS**

An integral part of the purchasing and contracting procedures, a responsible purchasing charter has been drawn up to describe the social, environmental and societal commitments that SAASWEDO asks its suppliers to respect. The charter commits SAASWEDO to considering the social and environmental impacts of its purchases of goods and services, both during the supplier or subcontractor selection phase and during the contracting and performance of the service.



## **RESPECTFUL SOCIAL POLICY**

### **RESPECT AND PROTECTION**

Respect for employees is a fundamental objective at SAASWEDO: everyone has a duty to contribute to the cohesion of the company through the implementation of quality professional relations, both hierarchical and functional, i.e. frank, loyal and respectful of all.

### **INTERNAL DIALOGUE**

Freedom of expression is a fundamental right guaranteed within SAASWEDO. Everyone's opinion on the rules governing life within the company is sought, in particular via the staff representative bodies when they have been appointed. It is with this in mind that SAASWEDO relies on dialogue and openness within its companies.

### **INTEGRITY**

SAASWEDO pays close attention to the integrity of its employees and, conversely, its employees shall refrain from damaging SAASWEDO's reputation, the integrity of its assets or its information systems. Similarly, SAASWEDO employees are required to comply with the laws in force in all the countries in which it operates.

### **EMPLOYEE DEVELOPMENT**

SAASWEDO is aware that the fulfilment of its employees is an asset for sustainable performance and growth. SAASWEDO is therefore committed to implementing a Quality of Life at Work policy. For example, all employees have the right to training to enhance their employability and fulfilment at work. SAASWEDO seeks to develop its employees' skills at every stage of their careers through proactive training and apprenticeship policies. The training needs of each employee are discussed each year at the individual interview.

### **NON-DISCRIMINATION**

SAASWEDO is committed to promoting equality between men and women, disability and all other forms of non-discrimination in professional treatment at all levels of the company, and to ensuring that it gradually becomes part of the corporate culture, with respect for each profession and each sector of activity. This principle is applied right from the recruitment stage, raising awareness among the teams concerned by providing them with a dedicated charter.

In line with this principle, no situation is authorised or accepted which is intended to discriminate against an employee, however it may be expressed.

To this end, if a SAASWEDO employee is the victim of and/or witnesses a situation of discrimination, he/she should report it to [compliance@saaswedo.com](mailto:compliance@saaswedo.com) ; **the e-mail should have the subject "Discrimination"**.

### **INTERNAL BEHAVIOUR**

Our internal charter aims to establish clear standards of behavior and ethics for all members of our team. We strongly believe in creating a respectful, inclusive, and professional working environment, where everyone feels valued and safe.

With this in mind, we actively encourage all members of our team to report any inappropriate behavior or forms of abuse. We take these reports very seriously and are committed to treating them confidentially and fairly.

To report abuse or problematic behavior, send an e-mail to [compliance@saaswedo.com](mailto:compliance@saaswedo.com). We assure you that your report will be examined impartially, and that appropriate action will be taken if necessary.

We believe in transparency and accountability. We are committed to maintaining a healthy and respectful working environment for all. Thank you for your commitment to these core values as we continue to promote a positive and inclusive organizational culture.



## ENVIRONMENTAL COMMITMENT

Although SAASWEDO's activity is by nature less polluting than that of other sectors, it is nonetheless committed to measuring and reducing its environmental footprint. Following the completion of its carbon footprint assessment and backed by the provisions of its LUCIE 26000 certification, SAASWEDO applies and implements its “SAASWEDO4Green” policy, based on three key principles: “Reduce - Reuse – Recycle”.

For SAASWEDO, this also means a commitment to strong digital sobriety and an action plan to reduce its digital footprint, which has an impact on the environment, both in terms of individual eco-actions and the management of its IT assets and the use of IT data.

Finally, SAASWEDO is committed to energy efficiency in buildings where it can take significant action.



## A COMMITMENT FOR SOCIETY

SAASWEDO is committed to society and is convinced that structuring a positive-impact project of this kind, linked to the activities of its companies, can be a way of uniting employees and enabling everyone to contribute, at their own level, to one of the challenges facing the world in the future.

SAASWEDO is part of Groupe EPSA ([www.epsa.com](http://www.epsa.com)). Accordingly, launched in October 2019, EPSA Foundation (Endowment Fund) aims to support and develop any public-interest work or project of a social nature that collectively contributes to helping vulnerable people access or remain in employment, with a view to promoting their personal fulfilment, autonomy and social (re)integration. The fund also supports philanthropic, educational, and humanitarian projects, as well as projects that help to protect the natural environment by working with our ecosystem to promote the ecological transition, and more generally any project of general interest that is in line with the sustainable development goals (SDGs).

EPSA Foundation wants to contribute to a world with high human added value by working with young people to create a world that is more respectful of the environment, and by helping the most vulnerable to integrate or reintegrate into the world of work. In this way, EPSA Foundation makes it possible to have a significant impact on an entire generation so that it can prepare for tomorrow. (<https://www.epsa.com/epsa-foundation/>)





## ABOUT OUR COMPANY

SAASWEDO is one of the leaders in digital workplace performance management for businesses. SAASWEDO supports more than 1,000 customers, with strong expertise in 3 areas:

- Financial performance of the Digital Workplace
- Operational performance of asset management
- Environmental performance in controlling the carbon footprint of the digital environment.

SAASWEDO's strength lies in the quality of its experts and the power of its technological solutions.

**Our promise: to identify and exploit the performance potential of the Digital Workplace to improve your company's profitability.**

Today, SAASWEDO is taking on a new challenge by incorporating CSR solutions into each of its areas of expertise, so that we can always offer a solution that is adapted to today's challenges and anticipate those of tomorrow.

To find out more, click here:

[www.saaswedo.com](http://www.saaswedo.com)

[contact@saaswedo.com](mailto:contact@saaswedo.com)

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