

Tofuture Oy

# Communication on Progress

Annual Report 2019



## To Our Stakeholders

Tofuture Oy (Tofuture) is a specialist combining knowledge of sustainability and technology to help its customers to improve sustainability data management.

Tofuture is a registered limited liability company located in Helsinki, Finland. The company has been established in 1997 and has operations in the Nordic countries. Tofuture CSM (Corporate Sustainability Management) helps the customers to improve sustainability data collecting, analyzing and consolidation according to various regulations, standards or frameworks and with reporting to stakeholders.

Tofuture Oy is an Organizational Stakeholder for Global Reporting Initiative (GRI Gold Community member). Tofuture CSM solution is a GRI Standards certified solution and it fulfills also the requirements for GHG Protocol, UNGC, CDP, SASB, DNK, ISO, UN Sustainable Development Goals and various other international sustainability related standards and recommendations.

Tofuture develops and improves sustainability through sustainability training and software services to its customers. Tofuture CSM solution is used by companies acting in more than 80 countries and in different business fields such as services, logistics and retail and in various industries like energy, metal and engineering, chemical and forest industries. The focus on sustainability management covers both monitoring and managing the impacts caused directly or in the value chain of our customers.

The CSM solution is offered as a service (SaaS) and hosted by an outside professional service provider. Tofuture is focusing on the software development of CSM and in sustainability consulting in a cooperation with our partners. In addition to our own personnel we have a network of consultants, resellers and specialists to serve the customers with consulting, implementing the solution and developing customers' sustainability reporting. We require the same level of sustainability performance from our partners as for our own operations.

Tofuture CSM is a market leader in Finland having a significant market value of Helsinki stock exchange list of companies as its customers. In addition to listed companies we deliver services to several non-listed, NGOs and state-owned organizations. Based on our role and market share, we have a great responsibility to maintain and develop our services in a way that our customers can manage and report their sustainability performance according to evolving sustainability management and reporting standards.



The six principles of PRI for responsible investment and the ten principles of UNGC - including Human Rights, Labour, Environment and Anti-Corruption - are generally accepted and therefore Tofuture is committed to follow these principles. Tofuture Oy joined the UN Global Compact in 2010 and since then the 10 principles that Global Compact is based upon, have been integrated into our company culture and policy. In addition, the principles are defining the base for our professional services. For a small software company committing to these principles this means taking good care of our employees and protecting their rights and well-being. In our own operations we focus especially on energy efficiency in our office, efficient processes and business travel. The greater impact to the global sustainability is created through our services. Therefore, we focus both on our internal responsibility as well as the external impact that we are able to generate with our CSM SaaS -software services supporting the aforementioned ten principles.

During the past few years sustainability has become an integral part of the companies' operations and at the same time also international standards and their implementation are constantly developing. Still companies and governments are lacking a global standardized sustainability reporting framework which makes benchmarking and analyzing quite challenging. However, it can be seen that in 2019 the United Nations Sustainability Development Goals has gained more and more publicity and it has become one of the most widely used frameworks which can be implemented within governments and different kinds of businesses from various business fields. Also previously governments, states and cities have not been seen as active players in sustainable development, although it is one of the key issues also for them. At least in Finland the government and its ministries have developed common targets and metrics to measure their sustainability performance. The work is still in progress, but it highlights how crucial the agenda of sustainability is for everybody.

In Helsinki, Finland

15 October 2020

Outi Aaltonen

CEO, Tofuture Oy

Tofuture Oy, COP 15 Oct 2020



Global Compact Principles	What it means for Tofuture Oy	Targets and ambitions
<b>Human rights</b>		
<p><b>Principle 1:</b> We support and respect the protection of internationally proclaimed human rights; and</p> <p><b>Principle 2:</b> make sure that we are not complicit in human right abuses.</p>	<p>Human rights and occupational health and safety policies are incorporated into Tofuture's daily practices. We provide comprehensive medical benefits for our employees, promote well-being with an exercise benefit, approve different types of employment leaves and pay wages timely and accurately. Additionally we provide training for our employees if needed.</p> <p>We also consult and train our clients to develop measurements and to manage their human right topics and additionally to report on those to stakeholders. Our software assists our clients to manage and measure their practices related to human rights.</p> <p>We strictly resist any kind of human rights abuses.</p>	<p>The well-being of the employees is a key element to our company. Tofuture offers better terms in occupational healthcare, insurance and training than the local legislation or the association agreements require.</p> <p>Our goal is to keep the amount of sickness leaves at the same level as in previous years, which has been very low in the past. Last year the amount of sick leaves has been 51 full days which is a huge increase compared to year 2018. This issue has been noticed and all the needed actions have been made. Employees are entitled to receive full payment during their absence according to the Finnish law.</p> <p>We develop our training, consulting and the software to meet the emerging and evolving needs of clients to better understand, measure and manage the impacts of their operations in the fields of human rights.</p> <p>Furthermore, through our services, our clients will have a better management and control of their own supply chain to resist human right abuses.</p>



Global Compact Principles	What it means for Tofuture Oy	Targets and ambitions
<b>Labour</b>		
<p><b>Principle 3:</b> We uphold the freedom of association and the effective recognition of the right to collective bargaining;</p> <p><b>Principle 4:</b> the elimination of all forms of forced and compulsory labour;</p> <p><b>Principle 5:</b> the effective abolition of child labour; and</p> <p><b>Principle 6:</b> the elimination of discrimination in employment and occupation.</p>	<p>We operate in the Nordic countries and obey the local legislation related to labour standards. We respect our employees' freedom of association and labour agreements, and strictly resist any abuse of labour. Labour is freely given and employees are free to leave.</p> <p>We provide equal opportunities and job prospects for every individual who joins our company. We highly appreciate diversity among our employees such as differences in gender, age, religion and nationality.</p> <p>We also consult and train our clients to develop measurements and to manage their practices related to labour standards. Our software is used by companies that operate in influential businesses, including raw-material sourcing globally, food, energy and wood harvesting. The software enables the customer companies to measure and manage impacts of their operations and also follow-up the performance of the supply-chain.</p> <p>At the moment our board of directors consists of two female members and one male member and together with employees and advisors we have a 50%/50% distribution of female/male workforce.</p>	<p>We obey the local legislation in all our operations and resist any kind of discrimination or labour abuses. We do not use any form of forced, compulsory or child labour, and do not accept any kind of discrimination in our operations.</p> <p>We grant the freedom of association for our personnel and respect the freedom of expression and opinion among our employees.</p> <p>We request the same standard and quality regarding personnel policies and practices from our partners related to sustainability consulting, certified GRI training, CSM SaaS implementation and customer support. We develop our training, consulting and the CSM software to meet the evolving needs of clients to better understand, measure and manage the impacts of their operations in the fields of labour standards.</p> <p>We continue to offer 300€ worth of public transport credits to all employees as well as 400€ for recreation or cultural activities and 25% of the employees' daily lunch costs when at work. We follow the government guidelines with regards to these amounts.</p>



Global Compact Principles	What it means for Tofuture Oy	Targets and ambitions
<b>Environment</b>		
<p><b>Principle 7:</b> We support precautionary approach to environmental challenges;</p> <p><b>Principle 8:</b> undertake initiatives to promote environmental responsibility; and</p> <p><b>Principle 9:</b> encourage the development and diffusion of environmentally friendly technologies.</p>	<p>Tofuture encourages its employees to respect the environment, and to use natural resources in a responsible and efficient manner.</p> <p>We consider environmental implications for all our decisions and strategic choices and we evaluate our performance by following selected key performance indicators.</p> <p>Tofuture's main product CSM is a SaaS system and therefore we do not use production material. Most of the marketing material is also in electronical form.</p> <p>However, even more important than our own activities regarding environmental responsibility are, our training and software services that encourage and assist our clients to take greater responsibility for the environment. The main idea behind CSM system is based on discovering and in the end decreasing negative sustainability, including environmental, issues.</p> <p>We train our clients to measure, manage and develop their sustainability performance. Together with our clients, we have a great indirect impact on the environment through reducing the negative impacts and increasing environmentally positive solutions.</p>	<p>We continue to work to mitigate our negative impact on the environment through efficient use of energy and materials in our operations. As in year 2018, we continue to decrease usage of office paper and we do not have any printed marketing material. Agreements and other documents are signed via electronic system called Visma Sign.</p> <p>Our employees have started to work remotely 2-4 days per week and some of the meetings of Tofuture's board of directors have been held virtually.</p> <p>Our office is located in the central of Helsinki and we share our workplace with other small companies. Meeting rooms and other workspaces can be booked separately when needed.</p> <p>Tofuture is planning to start to manage its environmental aspects via EcoCompass certification system which could be implemented in 2020.</p> <p>Most of the work-related travelling is done with public transport. The amount of CO2 emissions in 2019 consumed by our key employees regarding commuting have been approximately 550 kg, a 25% reduction from the previous year.</p>





		<p>At present, all of our employees use public transportation as their principal mean of commuting to work. By moving our office to a central location, we have eliminated the use of a private car for commuting from one employee, with associated CO2 savings exceeding 90kg since last year.</p> <p>We conduct almost all of our sales and support meetings with regards to locations beyond 30km by road from our office online, by the means of modern teleconferencing tools, such as Skype or Microsoft Teams.</p> <p>We strive to reduce waste generation. All waste is sorted and collected separately for proper processing. Plastic and glass bottles are recycled when used.</p> <p>Tofuture CSM supports UNGC, GHG Protocol, PRI for responsible investment, CDP and other investor related ESG standards and recommendations. We make it easier for the customers to do their part in developing sustainable environmental policies and practices and in measuring their performance development. CSM has been developed also to help to manage and monitor environmental impacts occurring in the supply chain both upstream and downstream.</p>
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Global Compact Principles	What it means for Tofuture Oy	Targets and ambitions
<b>Anti-corruption</b>		
<b>Principle 10:</b> We work against corruption in all its forms, including extortion and bribery.	Tofuture does not accept any kind of corruption in its own or its partners' operations.	<p>We resist any kind of corruption in our own operations and also including our partners' activities. In addition we encourage and support our customers to avoid corruption in their businesses.</p> <p>There have not been any reported or even suspected cases regarding corruption in the company's history but still we are making self-reflection regarding this matter.</p> <p>Tofuture CSM SaaS solution is supporting the EU directive for non-financial and diversity information, the UN and OECD guidelines for internationally operating companies. With CSM solution our customers are able to measure and prevent corruption internally as well as among their supply chain.</p>

