

2021 Corporate Sustainability Report

Driving Supply Chain Sustainability

Foreword From the Chair



Since Assent became a member of the United Nations Global Compact in 2017, the way the world thinks about sustainability has evolved. Investors and customers have made a decisive shift away from a narrow definition of sustainability as corporate social responsibility (CSR) to a deeper environmental, social, and governance (ESG) perspective, opting for more standardization and reliability.

This year, Assent started a new sustainability journey, evolving our efforts into a more deliberate and strategic program. Alongside the businesses we serve, we've had to reevaluate our approach to corporate sustainability to keep in stride with the needs of our stakeholders and our ambitions as a business. This year we started laying the foundation for a corporate ESG strategy, including beginning a materiality assessment that is data-driven, comprehensive, and credible. In 2022, we will finalize our strategy, embed board oversight, and establish stronger executive engagement in our sustainability risks and opportunities.

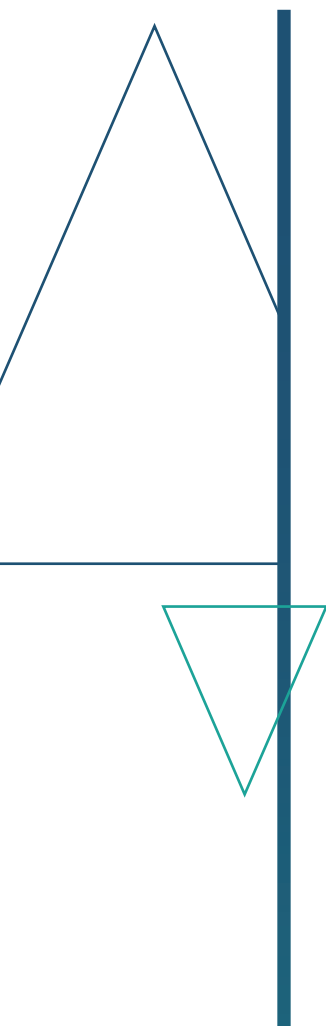
Our 2021 Corporate Sustainability Report reflects this gradual shift. Our focus was on stakeholder engagement to collect the information we need to set meaningful commitments and priorities for the future, and renew how we embed sustainability across our entire organization. We also continued to focus on the well-being of our employees and the value we bring to our customers as they — like us — navigate the new ESG imperative.

2021 was full of amazing sustainability stories, learning, and growth. As the global leader in supply chain sustainability management for complex manufacturers, Assent is full of innovative experts and forward-thinkers who are pushing our organization to constantly **grow better**.

A handwritten signature in dark ink that reads "Sarah Carpenter".

Sarah Carpenter
Chair, Corporate Sustainability Steering Committee

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Letter From the CEO



To our stakeholders,

Assent works with complex manufacturers that, by definition, make products with long-lasting impacts on the planet. This means we're uniquely positioned to have a real impact on global sustainability. Our purpose is to make the supply chains of our customers more deeply and durably sustainable, and we've heard loud and clear from manufacturers everywhere that supply chain sustainability is the new frontier. Everything we do — every improvement to our platform, every business decision we make, and every piece of advice we offer — matters and comes with real responsibility.

I believe that the world can't go on the same way anymore: sustainability has become a life or death issue. Nobody's going to accept lip service or greenwashing anymore. Investors now require the same due diligence in sustainability transparency as they do for financial transparency. Customers and company team members share similar transparency values. This is true for our customers and true for our own business.

In 2021, Assent doubled down on how we understand and plan our ESG efforts. We have refined our focus from supply chain data management to deeper supply chain sustainability. It has also been a year of exceptional growth for Assent. We have gained a new investment partner, formed new alliances, grown our leadership team, and achieved the rare distinction of "Unicorn" status in the Sustainability Technology sector.

Our Corporate Sustainability (CS) Steering Committee is establishing actionable, measurable goals so we can move forward over the next five years with deliberate action and purpose. Our plan includes a renewed commitment to the UN Global Compact and its principles. This report outlines our sustainability evolution, our successes, and our puzzles; most importantly, it highlights the Assent team's exceptional engagement in this process.

Andrew Waitman
Chief Executive Officer



Organizational Profile

Assent: Driving Supply Chain Sustainability

Assent is the global leader in supply chain sustainability management, pairing robust cloud-based software with expert services to continuously map and monitor suppliers, products, parts, practices, and regulations. By digging deep within the supply chain, we pull and validate more actionable data to help companies measure and manage the ESG footprints of their products, parts, materials, and suppliers.

Assent's core software and service offerings include:

- ▶ An innovative software-as-a-service (SaaS) platform with solutions for CSR, trade compliance, and product compliance
- ▶ Consulting on regulatory compliance and ESG performance from our team of experts
- ▶ A supplier intelligence network database with over 140,000 supplier companies
- ▶ Supplier engagement, a Supplier Portal, education, and customer support service programs
- ▶ Data automation and machine learning technology

As part of the expertise we provide to support supply chain transparency and sustainability, Assent offers tools, templates, and free educational materials to help businesses manage their programs internally. This includes materials covering:

- ▶ New legislation and its impacts on industries
- ▶ Industry news and trends
- ▶ Updates to industry templates such as the Slavery and Trafficking Risk Template (STRT)

Assent provides supply chain sustainability software and services to more than 600 customers and a network of 500,000 suppliers. We serve complex manufacturers (manufacturers with complex supply chains in the durable goods manufacturing sector) in every vertical, with a focus on five core industries:



Aerospace
& Defense



Industrial
Equipment



Automotive



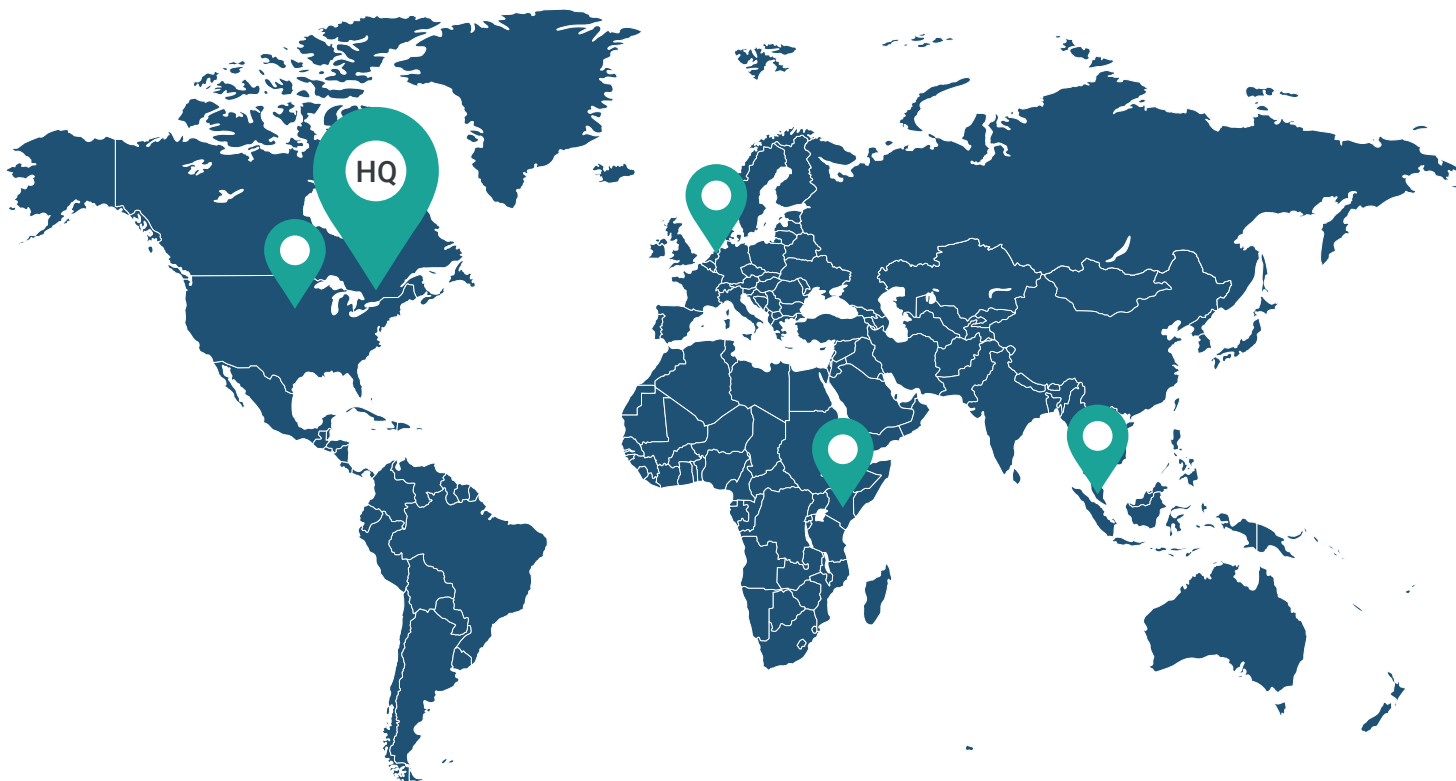
Medical
Devices



Electronics



Assent Inc. is a privately held company headquartered in Ottawa, Canada, with offices in five countries.



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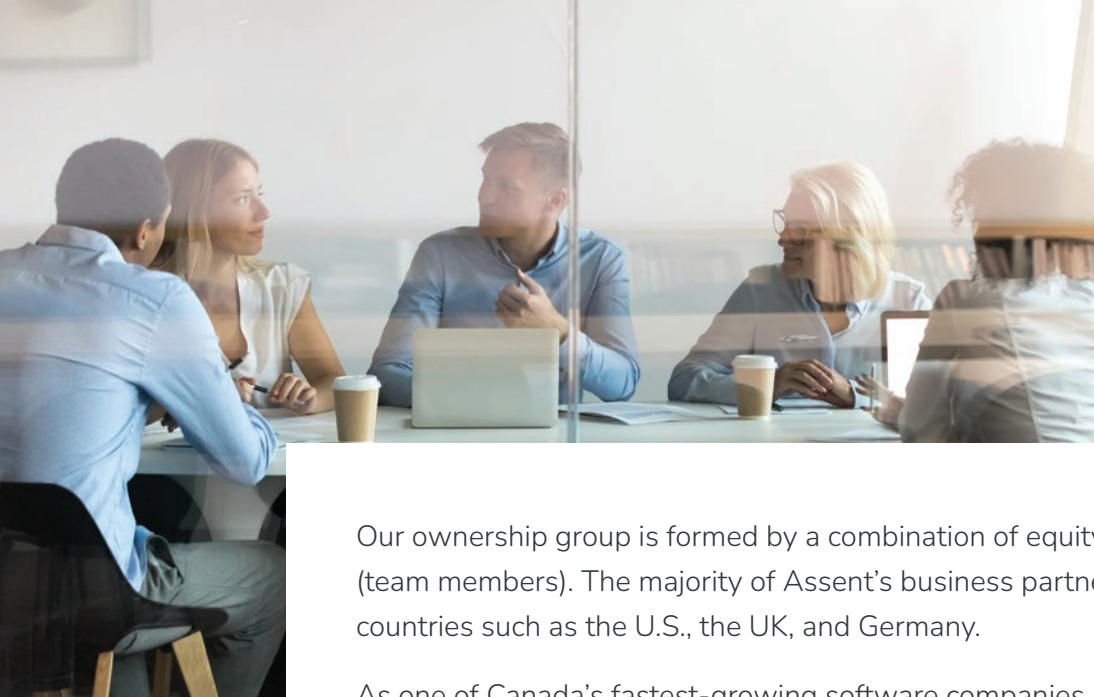
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Our ownership group is formed by a combination of equity firms, founders, and Assentees (team members). The majority of Assent's business partners are based in top-trading countries such as the U.S., the UK, and Germany.

As one of Canada's fastest-growing software companies, Assent is constantly adding new team members and securing partnerships with leading investment firms. In 2021, Assent grew our team by 30 percent. As part of our growth strategy, we added two new members to our Board of Directors from Vista Equity Partners, with financing support from Vista.

Investors & Partners

To navigate the supply chain and regulatory landscape effectively, Assent collaborates and shares knowledge business to business. Partnerships allow us to innovate and evolve. We offer various types of partnerships in order to best enhance the overall quality of our solutions, including resellers, technology partners, data and analysis partners, and brand ambassadors.

Investors

WARBURG PINCUS

VISTA

STEPSTONE
inside private markets

VOLITION
CAPITAL

FIRST ASCENT
VENTURES

Corporate Partners

ptc

LORAX
Compliance

HANZA

intertek



The Assent Team

Team member breakdown:

Total number of team members in 2021

718

Canada

386
(54%)

Kenya

205
(29%)

United States

70
(10%)

Europe

42
(5%)

Malaysia

15
(2%)

86%

of senior management are
hired from local communities



Supply Chain Sustainability

Just as Assent helps responsible complex manufacturers see deeper into their supply chains to make smarter purchasing decisions, we strive for a sustainable, ethical supply chain ourselves. Our supply chain strategy includes an Environmentally Preferable Purchasing (EPP) policy, detailed later in this report. In 2021, we did not significantly change our supply chain based on ESG considerations, with the exception of selecting vendors for our Ottawa office renovations based on environmental performance indicators like waste reduction.

Assent subscribes to the Ten Principles of the United Nations Global Compact (UNGC), and our Code of Conduct affirms our commitment to the core internationally recognized human rights contained in the International Bill of Human Rights, coupled with the principles concerning fundamental rights in the eight International Labour Organization (ILO) core conventions as set out in the Declaration on Fundamental Principles and Rights at Work. While it is important that we meet existing regulatory requirements and customer expectations, we also take a precautionary approach to our sustainability responsibilities, such as climate action, in alignment with the UNGC Ten Principles.

Supply Chain Transparency

Total number of suppliers: 317

Top five supplier categories in 2021:

- ▶ Consultants
- ▶ Server hosting
- ▶ Office furniture and equipment
(increased due to Ottawa office renovations)
- ▶ Computer equipment
- ▶ Promotional items and marketing materials

Top geographic locations of suppliers:

- ▶ Canada
- ▶ EU & UK
- ▶ United States

*Note: Data taken from vendor billing system and do not include credit card purchases.



Alliances & Membership of Associations

Assent is deeply embedded in external organizations, associations, and global initiatives with the purpose of supporting the development of sustainability, environmental, and human rights programs in the private sector.

Assent is among only a handful of North American software and computer services companies that hold “advanced status” with the UNGC, a ranking in recognition of advanced corporate sustainability performance and disclosure. We have been a signatory to the UNGC and a participant in the Decent Work in Global Supply Chains action platform since 2017.



Materiality Assessment

Key Impacts, Risks & Opportunities

In 2021, Assent kicked off a materiality assessment to formally evaluate our key sustainability impacts, risks, and opportunities.

To oversee this process, we established a cross-departmental project team, including members of Assent's Leadership team. We have decided to work with a third-party service provider, Datamaran — a software analytics platform that automates the materiality process — to ensure a comprehensive and data-based approach that includes all the key external and internal stakeholder perspectives.

Datamaran will send a survey to all Assent team members, as well as our board members, to capture their views on which sustainability issues are material to Assent. We will use Datamaran's analysis of reports and online data to understand the perspective of our external stakeholders. The results of our materiality assessment will form the basis of Assent's first Corporate Sustainability strategy.

We will release the results of this materiality assessment in 2022 as part of our commitment to transparency.

Ethics & Integrity

We strive to promote ethical business practices both within our organization and for our customers by improving transparency and risk mitigation. Our Code of Conduct was updated in our internal intranet in 2021 to reflect our new values, outlining commitments to our stakeholders:

- ▶ Clear and direct communication of behavioral expectations
- ▶ An open environment where team members are empowered to raise questions and concerns
- ▶ Investigation of all reported instances of unethical behavior
- ▶ Zero tolerance for retaliation against team members who raise ethics concerns

Assent's Code of Conduct ensures we conduct business with integrity by providing guidelines for:

- ▶ Conflicts of interest
- ▶ Anti-corruption and anti-bribery
- ▶ Fair competition
- ▶ Confidential information and security
- ▶ Legal compliance
- ▶ Political contributions
- ▶ Insider trading

In addition, Assent's Code of Conduct commits us to accurate public disclosures and accurate corporate recordkeeping.



New Values for a New Vision

As part of our new corporate identity focused on supply chain sustainability, Assent developed a powerful set of values to guide our activities at every level:



Optimism

We believe deep sustainability is not only possible, but inevitable if we all work as one.



Fearlessness

We tackle the problems others won't, solve the puzzles others can't, and help our customers do more than they ever thought possible.



Depth

We dig deeper because that's where the buried treasure is.



Integrity

We do what's right, always. When we say "whatever it takes," we never forget it takes all of us.



Diligence

We bring customers the insights and support they need before they even know they need it.



Perspective

Diversity is not only a matter of respect but also a way to supercharge our perspective and success.



Joy

We find joy in collaborating with diverse, bright, curious people from around the world on things that really matter. We believe in the power of fun in all we do.

Assent's Leadership team has an open-door policy, welcoming and responding to suggestions and concerns from team members. This allows team members to express concerns to leadership and feel comfortable discussing issues without fear of retaliation.

If for any reason an Assentee is not comfortable raising an issue with their manager or Employee Experience (EX) partner, they have access to an anonymous reporting tool called Suggestion Ox. Assent also uses the Officevibe platform to send biweekly surveys to team members to collect anonymous responses on workplace issues, engagement, and topics of concern.



Governance

The Assent Leadership team and Board of Directors support our mission and vision through their experience in supply chain sustainability, entrepreneurship, and business growth. This expertise drives our product development and the creation of services that support sustainability in our clients' supply chains.

Andrew Waitman

Chief Executive Officer
Chair of the Board
Assent

Board member since January 2015

Sean Cantwell

Managing Partner
Volition Capital

Board member since June 2016

Justin Sadrian

Managing Director
Warburg Pincus

Board member since October 2018

Samuel Lipsick

Vice President
Warburg Pincus

Board member since October 2018

Jake Hodgman

Managing Director,
Vista Equity Partners

Board member since December 2021

Stephen Marsh

Chairman & Founder
Smarsh

Board member since April 2019

Shanti Atkins

Founder
NAVEX Global

Board member since February 2021

Patrick Severson

Senior Managing Director,
Co-Head

Vista Foundation Fund

Board member since December 2021

Leadership Team

Assent's highest governance body, the Board of Directors, includes two executives and seven independent non-executives. Based on the **GRI definition** of "stakeholder," two executives on the board are stakeholders (as Assentees) as are five of the seven non-executives on the board. In 2021, the board included seven men and one woman.

Today, Assent does not have an official process for delegating authority on ESG topics from our board to senior executives and other team members. In 2022, we expect to review whether we need an official process as we formalize board oversight of Assent's corporate sustainability program.

Assent does not have a formal policy for nominating members to the Board of Directors, as the board is composed of executives and shareholders. Shareholders on the board are included in the selection process. While there is no written policy, Assent does consider diversity, independence, and experience relating to economic, environmental, and social topics. Currently, Assent does not have a formal process to manage conflicts of interest in our governance.

Andrew Waitman

Chief Executive Officer

Russell Frederick

Chief Financial Officer

Dave Curley

Chief Revenue Officer

Heather Frick

Chief Marketing Officer

Keira Torkko

Chief People Officer

James Calder

Vice President, Compliance
& Regulatory Programs

Travis Miller

General Counsel

Marty Labelle

Chief Product Officer

Jonathan Hughes

Director, Strategic
Relationships



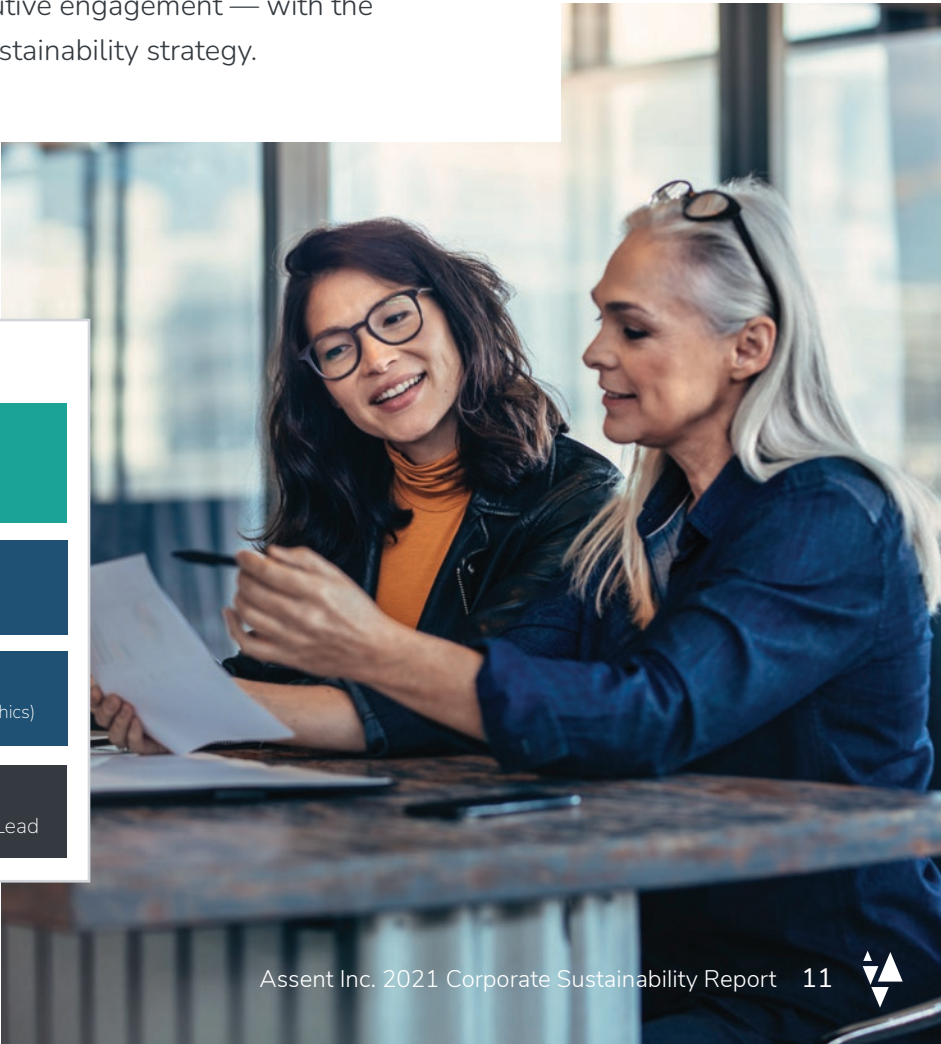
Corporate Sustainability Steering Committee

Assent's CS Steering Committee leads Assent in fulfilling our commitment to the UNGC Ten Principles and other issues of importance to us and our stakeholders. It includes two executive sponsors — our Chief People Officer and Vice President of Compliance and Regulatory Programs — as well as employees and stakeholders from EX, Communications, and our global offices. Overall, the CS Steering Committee provides consultation to our working groups and corporate teams. Sarah Carpenter, an ESG subject matter expert with on-the-ground experience in global best practices, is chair of the committee.

Activities led by the CS Steering Committee in 2021 included:

- ▶ Gaining executive team support for the development of a corporate sustainability strategy
- ▶ Employee education on Assent's corporate sustainability journey
- ▶ Participation in the ILO's International Year for the Elimination of Child Labour
- ▶ Participation in the UNGC's Young SDG Innovators Programme
- ▶ Ensuring our office renovation project included waste minimization

We plan to renew our governance structure in 2022 to align roles and responsibilities — as well as board and executive engagement — with the ambitions and needs of our new corporate sustainability strategy.



Leadership & Sustainability

Assent's senior executives oversee Assent's corporate sustainability work, which includes the work we're currently undertaking to develop a corporate sustainability strategy. This oversight function operates both at the level of the CS Steering Committee, which has two executive members, and the Materiality Assessment Project team, which has four executive members. It also functions through regular discussions on Assent's corporate sustainability work with Assent's full executive team. We have plans to formalize this oversight function in 2022 to ensure that our governance structure aligns with the ambitions and needs of our new strategy. We also intend to formalize board oversight of this work.

Many members of Assent's Board of Directors work for organizations with access to world-leading skill sets and experience in economic, environmental, and social topics. Both Warburg Pincus and Vista Equity Partners are signatories to the UN-supported Principles for Responsible Investment (PRI). Our corporate sustainability work has benefited from their ESG expertise in the form of resources, briefings, and engagements. In addition, board member Shanti Atkins has over two decades of governance, risk, and compliance, as well as GRI experience. In 2022, we expect to review whether measures are needed to further enhance our board's collective knowledge of ESG topics as we formalize board oversight of our work.

Currently, Assent does not have processes for evaluating board performance with respect to ESG topics. Assent has quarterly board meetings that always include an agenda item for communicating critical concerns. In 2021, no critical concerns have been raised.

In 2022, we intend to include Assent's Board of Directors as a stakeholder in our materiality assessment work to ensure that their perspective is reflected in the final list of our priority sustainability topics and — ultimately — our corporate sustainability strategy. We also intend to formalize board oversight of our sustainability work in 2022. Doing so will ensure that our governance structure keeps pace with leading practice.



Stakeholder Engagement

As part of the sustainability materiality assessment that Assent is currently conducting, we have identified the external and internal stakeholder groups that Assent's operations could potentially impact, and, conversely, stakeholder groups that could impact Assent.

This process has given us a broader perspective on the stakeholder groups we need to engage as part of our sustainability efforts. As a result, we will redefine our stakeholder categories in 2022, based on our materiality assessment. We expect the results of our materiality assessment, and the sustainability strategy we will develop based on the assessment, to point us toward new stakeholder engagement strategies.

Stakeholder Engagement & Key Topics

Stakeholder Group	Strategy	Frequency	Key Topics & Assent Response
Clients	<ul style="list-style-type: none"> ▶ Product Executive Advisory Board ▶ Net promoter score surveys ▶ Newsletters, webinars, events, educational content ▶ Industry associations ▶ Direct communications 	Daily	<p>We solicit feedback on the several topics related to our solutions, including:</p> <ul style="list-style-type: none"> ▶ Platform functionality ▶ Product roadmap ▶ Regulatory issues ▶ Satisfaction with support <p>Assent uses this feedback to align our solutions with client needs, and it enables us to engage them proactively.</p>
Assentees	<ul style="list-style-type: none"> ▶ Net promoter score surveys ▶ Company-wide communications and meetings ▶ Anonymous feedback box ▶ Direct communications ▶ Career, Advance, Review, Empower (C.A.R.E.) reviews ▶ Officevibe surveys ▶ Drop Everything and Learn (D.E.A.L) 	Daily, Weekly, Monthly, Quarterly	<p>Assent's EX team frequently engages team members for feedback on various topics, including:</p> <ul style="list-style-type: none"> ▶ Quality of training provided ▶ Improvements to workplace culture ▶ Leadership performance ▶ Diversity issues ▶ Ergonomic issues ▶ Company direction ▶ Benefits packages <p>This helps us align our growth with Assentee needs and company interests.</p>



Stakeholder Group	Strategy	Frequency	Key Topics & Assent Response
Shareholders	<ul style="list-style-type: none"> ▶ Investor meetings ▶ Investor reports ▶ Direct communications 	Monthly, Quarterly	<p>While we share monthly and quarterly results that include both financial performance and key metrics with investors, we also engage them on an as-needed basis to discuss financial decisions as they arise.</p> <p>Information is shared consistently so we have access to comparative figures/information at all times.</p> <p>As a result, we are able to gain executive buy-in and feedback on all corporate initiatives with the potential to impact the value of the company.</p>
Communities	<ul style="list-style-type: none"> ▶ Multi-stakeholder initiative meetings ▶ Media reports, webinars, events, educational content 	Weekly	<p>Civil society has raised issues to the business community on behalf of workers and communities. These include the prevalence of modern slavery in global supply chains and the shift from conflict minerals — which describes the sourcing of four minerals commonly mined in the Democratic Republic of the Congo (DRC) — to responsible minerals, including cobalt.</p> <p>In response, Assent has expanded its solutions to encompass a broader scope of supply chain sustainability topics, including extended responsible minerals, ESG, product compliance, and trade compliance.</p>
Supply Chains	<ul style="list-style-type: none"> ▶ Supplier onboarding ▶ Language support where available ▶ Co-hosted webinars and events with customers ▶ Newsletters, webinars, educational content ▶ Industry associations ▶ Direct communications ▶ Knowledge base of regulatory and product knowledge for self-serve education 	Daily	<p>Suppliers in Assent's Sustainability Network are a vital part of our business, and many of our service offerings are geared to support their unique needs. We communicate with them to get perspective on:</p> <ul style="list-style-type: none"> ▶ Regulatory education they need ▶ Challenges related to data exchange ▶ How to navigate our Supplier Portal ▶ Where to provide more access to resources and training <p>This information shapes our content strategy and ongoing enhancements to our products. We engage key suppliers to pilot changes and new products to ensure we meet their business needs. This is important for ensuring our clients are receiving high-quality data from their supplier networks.</p>



Reporting Practice

Assent aligns our sustainability reporting with the calendar year. Our most recent report was issued on April 1, 2021, for the 2020 reporting year, complying with UNGC reporting timelines. For the 2021 reporting year, this report has been prepared in accordance with the GRI Core framework.

We are currently collecting data and completing materiality assessments with stakeholders to refine our material topics for the 2022 reporting year. This report covers Assent's entire global operations, including offices in Canada, the U.S., the Netherlands, Malaysia, and Kenya, although we were not able to collect full GRI Core criteria data for every Assent office.

This report is not externally audited, but, as a UNGC member, we submit our report for public evaluation as part of our mandatory disclosure commitments. There are no restatements of information in the 2021 report.

Material Topics

Economic

- ▶ Economic performance
- ▶ Corporate giving
- ▶ Market presence
- ▶ Indirect economic impacts
- ▶ Anti-corruption
- ▶ Anti-competitive behavior



Environment

- ▶ Energy
- ▶ Emissions
- ▶ Effluents and waste
- ▶ Environmental compliance
- ▶ Supplier environmental assessment



Social

- ▶ Employment
- ▶ Occupational health and safety
- ▶ Training and education
- ▶ Diversity and equal opportunity
- ▶ Non-discrimination
- ▶ Freedom of association and collective bargaining
- ▶ Child labor
- ▶ Forced or compulsory labor
- ▶ Human rights assessment
- ▶ Supplier social assessment
- ▶ Customer privacy
- ▶ Socioeconomic compliance



Economic Performance

Assent is one of the fastest-growing technology companies in North America, and by the end of 2021 we achieved the distinction of reaching “Unicorn” status in the Sustainability Technology category when we reached a valuation over \$1 billion USD from Vista Equity Partners, placing us among fewer than 10 Canadian software unicorns.

Despite ongoing concerns about the pandemic, investors and customers made it clear that they saw tremendous value in supply chain sustainability. In 2021, Assent achieved another year of record financial growth.

Assent’s Board of Directors creates an annual budget and sets annual growth targets that are communicated across the organization. These are informed by board guidance and benchmarking against best-in-class businesses. Our progress toward these goals is assessed quarterly, in addition to a monthly report to the Board of Directors from the Chief Financial Officer. Assent is also externally audited annually for financial, security, and quality control standards.

People are essential to Assent’s growth. The EX team supports our budgets and goals, monitors productivity and workplace satisfaction, and collaborates with our financial leadership to proactively hire talent to meet economic goals. The majority of Assent employees are compensated above the minimum wage requirements of local laws and regulations. Bonuses are granted for all team members based on Assent’s success with regard to financial growth goals.

Assent’s Growth by the Numbers

- ▶ 53% ARR growth in 2021
- ▶ North American market contributed 84% of gross new 2021 ARR
- ▶ European market contributed 16% of gross new 2021 ARR
- ▶ Malaysia office headcount increased in Customer Success team



Corporate Giving in 2021

Assent is proud to share a portion of our revenue to support our local communities. There is purpose beyond our work. We provide our team members with volunteer days, flexible work options, and opportunities to get involved in corporate giving initiatives.



Proudly displaying our corporate giving in our new office.



In 2021, corporate giving and charity volunteer work included:

- ▶ Raising over \$10,500 CAD through Assentee giving programs for Make-A-Wish Eastern Ontario. Fundraisers included a silent auction (featuring Assentee-donated goods and services, as well as some donations from local businesses and others), baked good raffles, sales of our team members' art, etc.
- ▶ Donated \$2,000 CAD to the Ottawa Food Bank at the conclusion of a team member matching campaign (meaning team members donated an additional \$2,000 CAD directly to various food banks). Assent's ongoing support also includes donations of nonperishable goods, food donation boxes at HQ, etc.
- ▶ Donated a total of \$2,000 CAD to four organizations supporting the LGBTQIA+ community worldwide, including Amsterdam, Columbus, and other locations close to Assentees' communities.
- ▶ Donated a total of \$1,500 CAD to three organizations supporting humanitarian efforts in Afghanistan, at the conclusion of a team member matching campaign (meaning members donated an additional \$1,500 CAD directly).
- ▶ Worked to identify charitable organizations to support through the Bonusly platform (facilitated by EX), in response to ongoing team members' interest in various areas as well as emerging crises.

The committee is also engaged in ongoing efforts that aren't immediately quantifiable in dollar amounts. Examples include engaging with Assentees to better understand the causes Assentees would like to support via corporate giving and exploring ways to work collaboratively with Assent Employee Resource Groups (ERGs) to amplify each other's voices and efforts.

Additionally, Assent supported other charitable-giving initiatives this year. At our Ottawa, Ontario office, as part of our newly renovated office reveal, we invited our close neighbors at the Minwaashin Lodge to connect with us and celebrate our opening. In addition to a financial contribution by Assent, we encouraged Assentees to bring in lightly used women's and children's clothing or basic toiletries to support the lodge's efforts.

Giving Spotlight: Emma's Wish

Every year, Assent grants a wish through the Children's Wish Foundation. In 2021, Assent supported Emma through a silent auction, which included executive donations of mentorship hours and curated professional development experiences. Assent Co-Founder Jonathan Hughes provided dollar-for-dollar donation matching. Together the Assent team raised \$21,000.



Market Presence

Assent created the supply chain data management software category when we were founded, and in 2021 we redefined our market niche to **supply chain sustainability management**. We are the global leader in supply chain sustainability management, with manufacturers of all sizes using Assent's solutions to see deeper into their supply chains and deliver more sustainable products to the market. Each market's sustainability priorities are unique, and Assent places great value in having a local market presence that understands these needs.

In 2021, Assent continued to expand our presence in the EU where sustainability is a primary economic driver, growing our team by 147 percent, including a new EU Regional Director and EU Senior Subject Matter Expert in Product Compliance. Assent makes efforts to hire senior management and subject matter experts from local communities. Our hiring practices are guided by the needs of our clients and are strategically aligned with the functional requirements of new products and services.

Assent is expanding our market offerings with new software solutions and services for the North American and EU markets. Our team of ESG subject matter experts helps guide solution development both in response to emerging sustainability regulations and in accordance with global sustainability standards such as the GRI and Sustainability Accounting Standards Board (SASB).

Assent does not have a formal management process for assessing market presence.



Indirect Economic Impacts

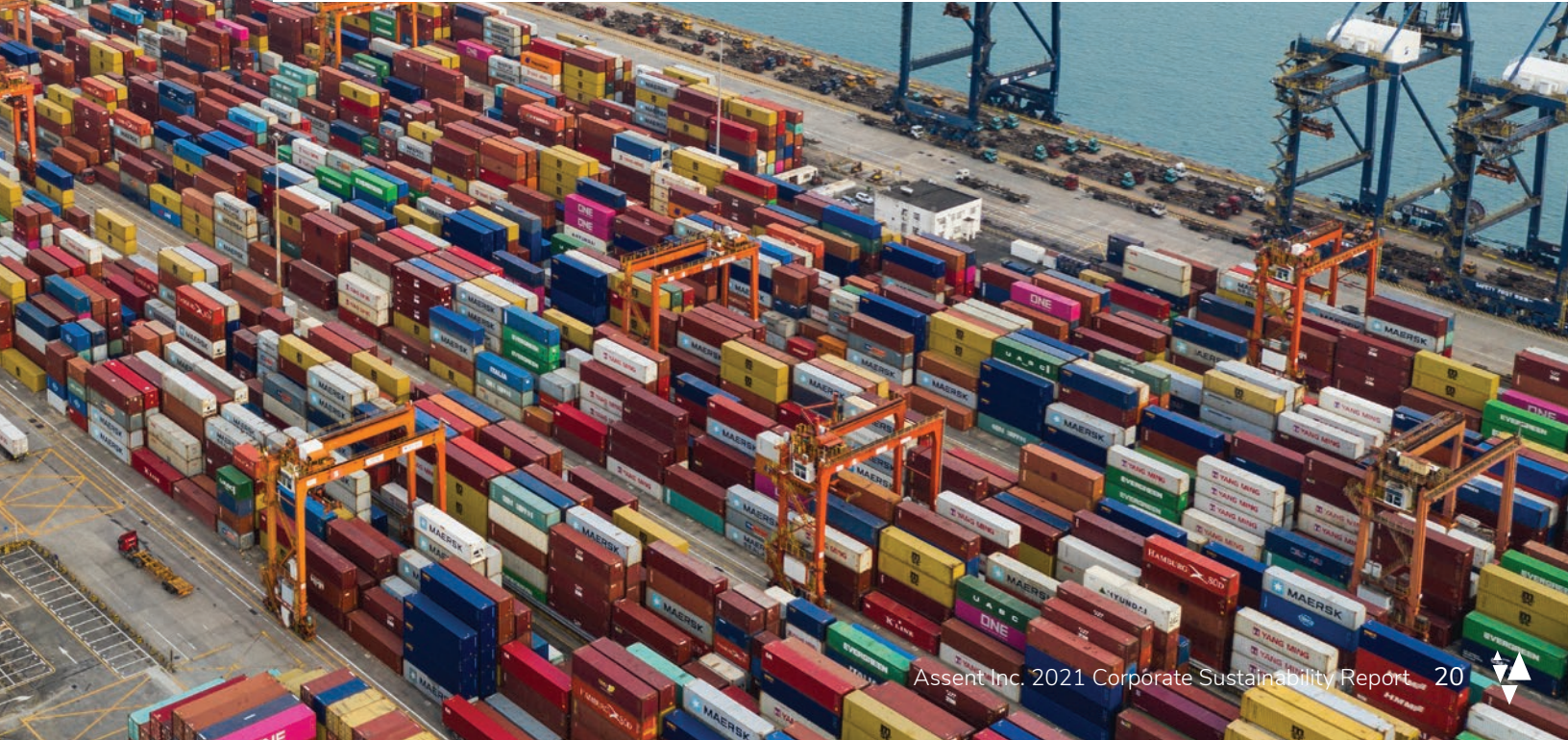
Assent works with manufacturers from nearly every sector to help optimize market access, reduce product development costs, and eliminate supply chain disruptions. We deliver services and a platform that improve bottom lines and protect clients from changes in the global regulatory landscape.

Assent delivers indirect economic benefits to manufacturers through our supply chain sustainability solutions and services, in addition to our free educational resources that enhance skills and knowledge of the compliance community. We also generate economic benefits through the freely-available tools we support, including the STRT.

By improving transparency between manufacturers and their suppliers, we indirectly facilitate business operations and the movement of products across different markets. We provide indirect economic benefits by helping manufacturers:

- ▶ Grow more sustainably
- ▶ Confidently purchase parts and products from suppliers
- ▶ Source materials ethically and sustainably
- ▶ Ensure products are safe for consumers and the environment
- ▶ Access international markets by ensuring product compliance
- ▶ Reduce sourcing costs related to tariffs

In 2021, Assent began creating the foundation for systems to measure indirect economic impacts, including partnering with Forrester to create a Total Economic Impact (TEI) report and establishing a voice-of-customer program



Anti-Corruption

Assent works with manufacturers around the world that have global supply chains, including suppliers in areas where corruption and bribery may be more common. We provide supplier code of conduct and trade compliance solutions that help mitigate these risks. Likewise, Assent works to ensure our operations and suppliers are free from corruption or bribery risks.

To maintain transparency in our business relationships during our current high-growth phase, we have implemented a range of anti-bribery, anti-corruption (ABAC) controls and activities, including:

- ▶ Providing Assentees with anonymous access to an online grievance and feedback platform, known as Officevibe, which is reviewed by key internal stakeholders
- ▶ Coursework on ethical decision-making
- ▶ Code of Conduct guidelines
- ▶ Writing ABAC clauses into high-risk business contracts

Assent is currently developing a formal process for assessing risks related to corruption in our operations.

Given the nature of our services, we recognize the need for ongoing engagement to mitigate corruption risks. We verify our efforts through business tool reports, internal and external audits, and multi-stakeholder reviews of all policies and frameworks.

As a private company whose clients have confidentiality requirements, Assent does not disclose client information to the public. We review the business policies of our clients to ensure they do not present a risk to our company. These policies are reflected within our contractual agreements.

Assent currently has no confirmed incidents of corruption or bribery within our company or in the context of our business relationships. We also take ABAC practices into consideration when we evaluate our own suppliers.

Training & Vigilance

To mitigate risks to our company and brand, we have implemented employee training to maintain ethical practices in our business relationships and activities. This includes coursework on ethical decision-making, and a Code of Conduct with guidelines on:

- ▶ Upholding the law
- ▶ Fair competition
- ▶ Conflicts of interest
- ▶ Confidential and proprietary information
- ▶ Data security and privacy
- ▶ ABAC
- ▶ Political contributions
- ▶ Insider trading





Anti-Competitive Behavior

As we grow our offerings into new categories, including ESG solutions and services, Assent is dedicated to fair and vigorous market practices in our own actions and in our supply chain. We do not participate in unethical sales or marketing behavior and do not offer or solicit improper payments or gratuities in either client or procurement relationships, or participate in unlawful customer boycotts. We also invest in education and training for our sales and marketing team members to ensure that messaging is accurate, and we employ multiple layers of quality assurance to maintain accuracy in our marketing materials.

Assent regularly records and audits our sales presentations and reviews them for quality control purposes. We also verify compliance with anti-competitive behavior prevention policies through multi-stakeholder policy review, video monitoring, business tool reports, and internal and external audits.

We participate in industry associations to develop data exchange standards and to inform our product development: This includes adhering to strict policies governing these associations to protect against anti-competitive behavior. In addition, we follow governance policies that ensure the standards equitably address the needs of all participating stakeholders.

Assent has not been associated with any claim, prosecution, or allegations related to anti-competitive behavior, anti-trust, or monopoly practices, including in the context of any business relationships, to the best of our knowledge.



Environmental Performance

Because environmental performance is just one part of corporate sustainability, Assent is taking steps to create a holistic ESG strategy that includes, but is not limited to, green metrics. Like many businesses in North America, the global pandemic reduced our direct environmental footprint, with most waste generation and energy consumption taking place in Assentees' private residences, and work-related travel was significantly limited.

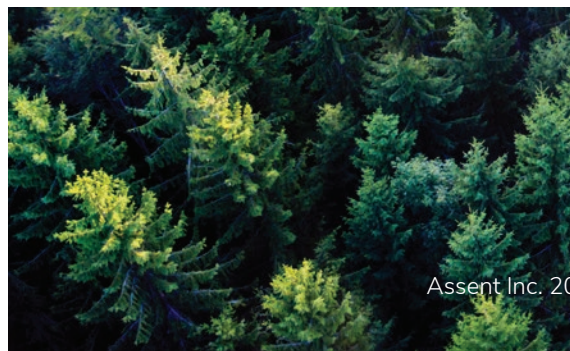
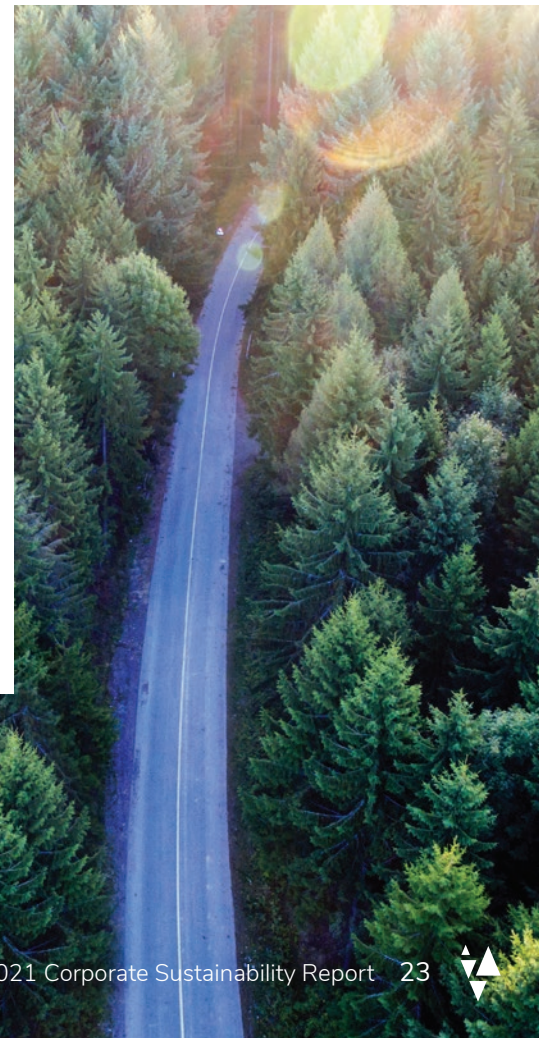
However, in 2021 Assent undertook the massive project of renovating our Ottawa head office, creating spikes in waste generation as furniture and equipment were replaced. In addition, as restrictions on gatherings eased, Assent offices reopened, resulting in on-site waste generation, energy consumption, and emissions related to travel.

Managing Our Environmental Impacts

Assent's Environment working group oversees our management approach to energy, waste, and emissions, facilitating the uptake of the UNGC's environmental principles throughout the organization. This group reports to the CS Steering Committee and has broad influence across Assent's global offices.

In 2021, Assent embedded environmental principles in its Code of Business Conduct and Ethics. In 2022, we intend to set sustainability goals and targets for our material topics, which are expected to include environmental issues.

In addition, Assent uses the Officevibe platform to collect direct team member feedback and ideas about our environmental management practices and policies.



Energy

As a UNGC participant, Assent is committed to providing transparency into our energy footprint. We actively seek Assentee feedback in our environmental work to help us stay at the forefront of leading practice.

Most of Assent's global offices are located in buildings where energy consumption is managed by an external property owner, which limits our access to data. While this also limits the opportunities we have to impact the energy footprint of our operations, we continue to apply creative approaches to reduce our energy consumption.

The data centers upon which our business relies need to be powered continuously, which makes energy efficiency material to us. Today, Assent uses industry-leading Amazon Web Services (AWS) to host our platform and related data. The energy implications of this are detailed elsewhere in this report.

In addition to what's captured below with respect to the energy improvements, we ran an information and engagement campaign on our internal #assentlife slack channel called EARTH Campaign (Environment at Assent: Resources, Tips & Hacks!). This included:

- ▶ Bonsuly point incentives for participation
- ▶ A partnership with Empties for Paws to fundraise for local animal charities through recycling
- ▶ Energy-reduction advice for in-home workspaces

Electricity Consumption

592,114
Kilowatt-hours*

Heating Consumption

30,883
m3*

Cooling Consumption

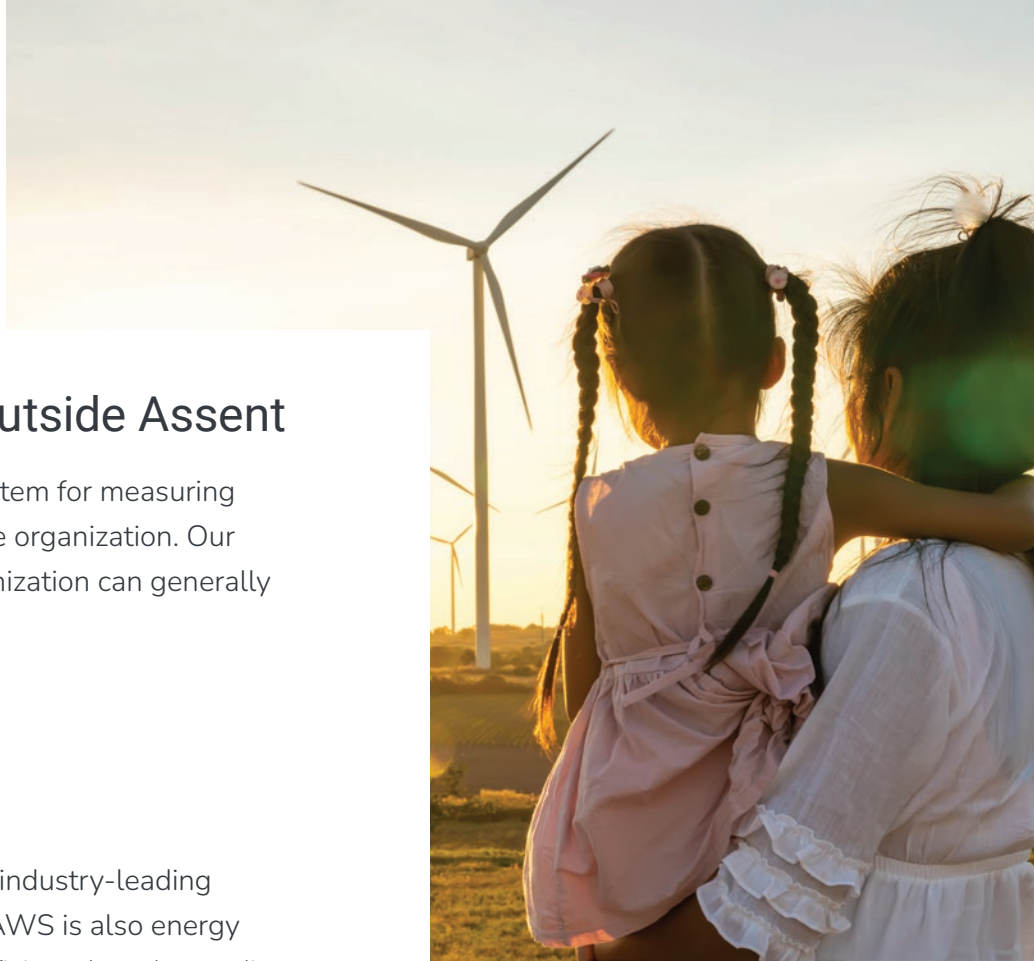
Hydro
electricity*

Steam Consumption

N/A

*Note: Energy consumption data collected for Ottawa, Eldoret, and Penang. Assent did not collect data to support energy consumption reporting for the Columbus and Amsterdam offices in 2021.





Energy Consumption Outside Assent

Assent does not yet have a formal system for measuring our energy consumption outside of the organization. Our energy consumption outside the organization can generally be attributed to:

- ▶ Business travel
- ▶ Outsourced data storage
- ▶ Team member commuting

We outsource our data storage to the industry-leading AWS. As the leading cloud provider, AWS is also energy efficient — “3.6 times more energy-efficient than the median of surveyed enterprise data centers in the U.S. and up to five times more energy-efficient than typical EU enterprise infrastructure.”¹ By 2025, AWS expects to power its operations with 100 percent renewable energy.

Energy Reduction Efforts

In 2021, Assent significantly renovated its Ottawa office in preparation for team members being able to work both in-office and remotely. We took this opportunity to improve our building and equipment to reduce our energy consumption. The members’ return to work also affected our energy use in the physical office compared to last year when Assentees were not able to work in the office.

By improving the energy consumption of our operations, we are indirectly able to reduce the energy consumption of our delivered services. However, as a software provider, there are no direct actions that reduce energy requirements of our products and services.

Renovating for Energy Efficiency

Our Ottawa office renovations included efforts to reduce energy consumption:

- ▶ Replaced heating/cooling with high-efficiency HVAC system and filters
- ▶ Reduced lighting energy use by 60 percent by switching to LED bulbs
- ▶ Reduced light usage with dimmer switches
- ▶ Reduced energy waste by installing built-in occupancy sensors

¹ <https://aws.amazon.com/energy/sustainability/>





Assent's Columbus office
volunteering to remove waste
from Rhodes Park.

Effluents & Waste

The global pandemic changed waste stream management at Assent: although team members primarily worked from home and reduced office waste generation, the pandemic also introduced new waste streams that required new strategies (e.g., disinfecting wipes, single-use masks, etc.).

Assent took the opportunity presented by team members working from home to completely renovate the Ottawa office, which was the major waste-generating activity for 2021.

Usually, most of Assent's waste is generated by the day-to-day operations of its facilities and business. Assent supports its internal culture with free food, snacks, coffee, tea, and other refreshments in its kitchen. It also keeps Assentees equipped with up-to-date IT equipment. However, in 2021, the majority of waste generated can be attributed to waste from the Ottawa building renovation along with IT waste since Assentees primarily worked from home.



Managing Our Environmental Footprint: Office Renovations

Because of the extensive renovations at the Ottawa office, waste management and reduction was a higher priority for Assent this year compared to others. Assent's Leadership team oversaw the renovations, along with the CS Steering Committee, and took the following actions to prevent waste generation and to manage the impacts of that waste:

- ▶ Sold the majority of used office furniture rather than sending it to landfill, and earmarked the money for local charities
- ▶ Donated gently-used items (refrigerators, micro-waves, kitchen cabinets and countertops, tables, chairs, desk drawers, and school supplies)

- ▶ Rehomed 925 pieces of furniture
- ▶ Recycled 100 percent of removed carpet
- ▶ Refurbished and sold IT equipment that was no longer needed, so it could avoid the landfill/recycling
- ▶ Implemented battery-free (cable) mice in the office only
- ▶ Provided Assentees with reusable cutlery sets
- ▶ Put an Environmental Purchasing Policy (EPP) into place
- ▶ Added new signs to new waste diversion stations to support waste diversion

We collect our waste data directly from our waste management company.

Waste Generated, Diverted & Directed to Disposal*

6.33

Metric Tons

Total weight of waste generated in metric tons, and a breakdown of this total by the composition of the waste.

2.74

Metric Tons

Total weight of waste diverted from disposal in metric tons, and a breakdown of this total by the composition of the waste.

3.55

Metric Tons

Total weight of waste directed to disposal in metric tons, and a breakdown of this total by the composition of the waste.

*For 2021, Assent was able to collect waste generation data for our Ottawa and Eldoret locations.

The Assent offices in Ottawa and Eldoret have several waste bins that are separated by waste type (e.g., paper, plastics, compostable), which allows the opportunity for Assent to measure the amount of each waste type collected. However, with the majority of employees working from home, the volume of waste collected is insignificant and we were unable to determine a clear breakdown of waste generated by composition.

For both the Eldoret and Ottawa locations, waste disposal methods are determined in accordance with government waste management regulations. The default methods of waste disposal contractors follow local waste regulations.



Emissions

As a software developer, Assent is not a heavy emitter of greenhouse gasses (GHGs) relative to other industries. Nevertheless, we see an opportunity to provide leadership on environmental issues. For this reason, we disclose our emissions to stakeholders on an annual basis and work to improve our performance from various approaches.

Assent is currently developing a plan for monitoring scope 1, 2, and 3 GHG emissions. Because of the nature of Assent's business activities, including the fact that we have no company-owned vehicles, scope 1 emissions (directly created by Assent activities) are insignificant. For the 2021 reporting year, we do not have scope 2 emissions data.

Scope 3 Emissions

Assent tracked scope 3 emissions (other indirect GHGs emissions related to business travel):

CO² Emissions from Business Travel



Reducing Our Carbon Footprint

New policies and support systems for remote work helped Assent achieve GHG reductions in 2021. During our Ottawa office renovations, Assent installed sophisticated video conferencing equipment and programs in our meeting rooms to enable international remote meetings. Our EX team created new policies to support remote work, even as pandemic restrictions were lifted.



Assent is a participant in the **UNGC Climate Ambition Accelerator program**.

Over a six-month period, Assent stakeholders received training and participated in peer-to-peer workshops to learn best practices in measuring, monitoring, and reducing emissions. In 2022, we'll apply this knowledge to help inform our environmental strategy.



Social Performance

Employment

We align our labor standards and hiring practices with the local laws specific to the regions in which our team members work.

Employment policies are shared during the onboarding process and reviewed by human resources management. This sets expectations for team members and their managers. We perform ongoing training workshops for any personnel who manage team members to ensure they have the skills to maintain a fair, caring workplace. Additionally, managers have a responsibility to create an open and supportive environment where Assentees feel comfortable raising questions. At Assent, everyone should feel comfortable speaking candidly and professionally.



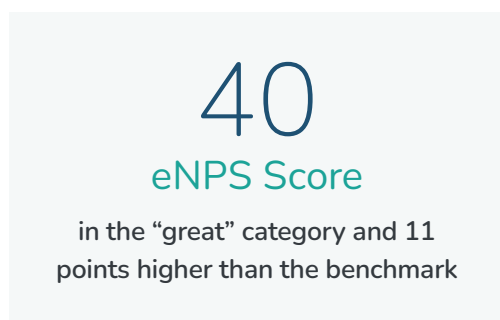
Our new office reflects Assent's commitment to ensuring the work we do is meaningful.



Building Stronger Connections: Officevibe

Our new feedback tool, **Officevibe**, was launched on April 19, 2021.

The entire team at Assent was provided a simple Officevibe survey on a biweekly basis throughout the year and continues to provide meaningful feedback.



Engagement Score

8.1

Increasing from 7.9 since launch, considered “great” by OfficeVibe’s cross-enterprise benchmarking

Relationship with Manager

8.7

Our highest scores were in this category across the organization

“

I feel that my direct manager communicates honestly with me

76% of company-wide responses were strongly favorable

”

By responding to Officevibe surveys and sharing feedback on a continual basis, our team members directly improve the Assent work environment. Our EX team continues to work with leaders on puzzles that arise from the feedback that team members provide to ensure they have the support they need. This feedback also helps our EX department frame where to focus and adjust future total rewards for all team members.



New Team Member Hires & Team Member Turnover in 2021

Location	Total Jan 1	Total Dec 31	Hired 2021
Total	551	718	285
Europe	17	42	29
Asia	14	15	6
U.S.	35	70	39
Kenya	170	205	42
Canada	315	386	169

Investing in Assentees

We want Assentees, our team members, to find joy, experience financial health, have time to give back to their communities, and receive the support they need. At Assent, as we continue to grow and work together to achieve important milestones, we look forward to enhancing our reward programs:



Wellness:

- ▶ Comprehensive benefits package (details vary by country)
- ▶ Employee Family Assistance Plan (EFAP — details vary by country)
- ▶ Vacation days
- ▶ Life leave days
- ▶ Regular wellness initiatives



Life & Community:

- ▶ Volunteer days and corporate giving initiatives
- ▶ Peer recognition with rewards
- ▶ ERGs
- ▶ Flexible work options
- ▶ ESG-driven initiatives



Financial Benefits:

- ▶ Competitive base salary
- ▶ Retirement savings plan (details vary by country)
- ▶ Corporate bonus program



Life-Long Learning

- ▶ Professional development days
- ▶ Career development opportunities
- ▶ Learning management system (LMS) with on-demand content
- ▶ D.E.A.L. days



Parental Leave

In 2021, Assent provided parental leave coverage in accordance with the legal requirements of every country in which we operate. Through suggestions received through Officevibe, management and our EX team began to look at a program to provide top-up pay for parental leave in North America. This new program will take effect in 2022.

Occupational Safety & Health

Assent is dedicated to maintaining a safe and healthy work environment. We provide our team members with a safe and healthy workplace in compliance with all applicable laws and regulations. In each location, a Health and Safety Committee ensures that Assentees' best interests are reflected and respected, including the prevention of ergonomic-related injuries. The purpose of the committee is to resolve workplace safety disputes between team members and managers, and to make recommendations to the human resources executive.

Occupational health and safety management during the pandemic saw Assentees working from home, as well as the gradual reopening of Assent offices as governments eased restrictions on gatherings and management deemed it safe. Occupational safety management and pandemic responses differed for each of our global offices.

For example, in 2021, Assent was able to reopen our Ottawa head office with limits on the number of team members in the building. This required new policies and protocols to protect the health and safety of Canadian Assentees.

Safely Reuniting

In 2021, following recommendations from the Ontario Ministry of Health, Assent took steps to enable our team to safely return to work in the Ottawa office, on a volunteer basis.

New Best Practices

- ▶ Implemented *Robin*, a booking system to manage the number of team members in the office and ensure social distancing
- ▶ Established a permanent remote working policy
- ▶ Created guidelines for masking in the office

Healthy Workspaces

- ▶ Installed advanced air filtration systems
- ▶ Increased space between workstations and created more open meeting spaces
- ▶ Converted multi-person washrooms into single-person facilities
- ▶ Supplied hand hygiene and sanitization stations, including alcohol wipes for shared equipment
- ▶ Provided all Ottawa team members with personal eating utensils, and removed shared utensils to reduce risk of contamination

Because collaboration and teamwork are essential to innovation at Assent, we prioritized creating a safe work environment for all of our team members. During the reopening process, Assent's response exceeded local health authority guidelines.





Assent encouraged the well-being of our workforce with a range of health-related offerings in 2021:

- ▶ Free virtual fitness classes throughout the year
 - ▷ Summer Wellness Series hosted by GoodLife Fitness, including high-intensity interval training (HIIT) cardio classes, Zumba, and more
- ▶ Mental health and stress management workshops
 - ▷ Fit+Healthy 365 hosted multiple sessions, including “stress resistance” and “overcoming COVID-19 fatigue” workshops

Staying Connected in Today’s Digital World: Postcard With a Purpose

In 2021, our EX team introduced a new internal campaign labeled “Postcard With a Purpose.” This campaign allowed team members to connect globally with other Assentees by filling out answers to questions on the back of the postcard provided. They were asked to exchange the postcard with their randomly selected partner.

The purpose of this campaign was to connect Assentees from around the globe in a meaningful way.

We continue to sponsor and encourage team members to participate in health and wellness activities and offer incentives to do so through subsidized gym membership, where possible. We give Assentees access to Employee Assistance Programs (varies by country), as well as their spouses, partners, and children. Based on team member feedback in 2021, we will be launching a new total reward benefit in 2022 that will be available to Assentees to utilize for health and wellness.

Assent does not have any significant workplaces injuries, occupational diseases, lost days, or fatalities to report for 2021.





Training & Education

Assent places high value on continuous learning and growth for all team members. We employ personnel with professional skills for developing educational coursework on a variety of topics, and build Assentee training plans into our internal LMS, known as Assent University. The Assent education team makes recommendations as to what courses each person should take.

Assent also uses the *KnowBe4 Security Training* platform to provide security awareness training to all Assent team members. Data from the platform provides us insight into risk history, and security awareness proficiency assessment results.

We complement these resources with additional offerings that include personal and professional mentorship from our executives, a physical lending library to promote books recommended by our CEO and co-workers, and individual and team education sessions featuring guest speakers.

Assent tracks a range of success metrics to measure team members engagement via OfficeVibe, using a series of 10 data collection points: Alignment, Relationships (Manager and Peer), Recognition, Satisfaction, Happiness, Wellness, Personal Growth, Feedback, and Ambassadorship.

We track items such as:

- ▶ Individual user activity
- ▶ Course completion rates
- ▶ Knowledge assessments
- ▶ Sharable Content Object Reference Model (SCORM) metrics
- ▶ Course feedback

*Note that Assent currently does not segment these metrics by gender.

In general, each Assentee receives a baseline of 20 mandatory hours of education and training per year, with various optional opportunities throughout the year. These numbers fluctuate with tenure and role.

Average Assentee Training

- ▶ In 2021 Assent globally onboarded 312 new Assentees
- ▶ All new team members received an average of 7–15 hours of orientation (varies by geographic region)
- ▶ New team members also receive approximately 37.5 hours of instructor-facilitated training (varies by role type)



Programs for Upgrading Team Member Skills

Our training options include:

- ▶ Three days for dedicated professional development
- ▶ Two hours of career development check-ins (twice a year)
- ▶ Ongoing one-on-one check-ins (weekly/bi-weekly/monthly)
- ▶ Four to 10 hours of optional learning sessions through our annual D.E.A.L. workshop
- ▶ Four to eight hours of optional CSR skills development
- ▶ Optional discretionary training through our Assent University LMS
- ▶ Opportunities to make the business case for additional skills upgrade subsidies

Our review process, known as C.A.R.E, is completed by the team member and discussed with their direct manager. Training is given throughout the year to ensure team members understand the C.A.R.E. process and forms. The team member and manager sign off on all C.A.R.E. documents.

Assentees also receive one-on-one discussions with their manager at an agreed-upon frequency, which can change throughout their development.

Diversity & Equal Opportunity

As a global company, Assent understands that our diversity of perspectives gives us a competitive edge and is crucial to our continued accelerated growth strategy. We pursue high-quality candidates domestically and for our international teams, with a focus on adding to the diversity of voices at Assent, including a diversity of ethnicities, religions, and genders. In 2021, Assent formally updated our corporate values to include **perspective**: diversity not only as a matter of respect but also a way to supercharge our success.

Assent has developed a diversity, equity, and inclusion policy that specifically manages:

- ▶ Gender and age equal access
- ▶ Multicultural inclusion
- ▶ LGBTQIA2+



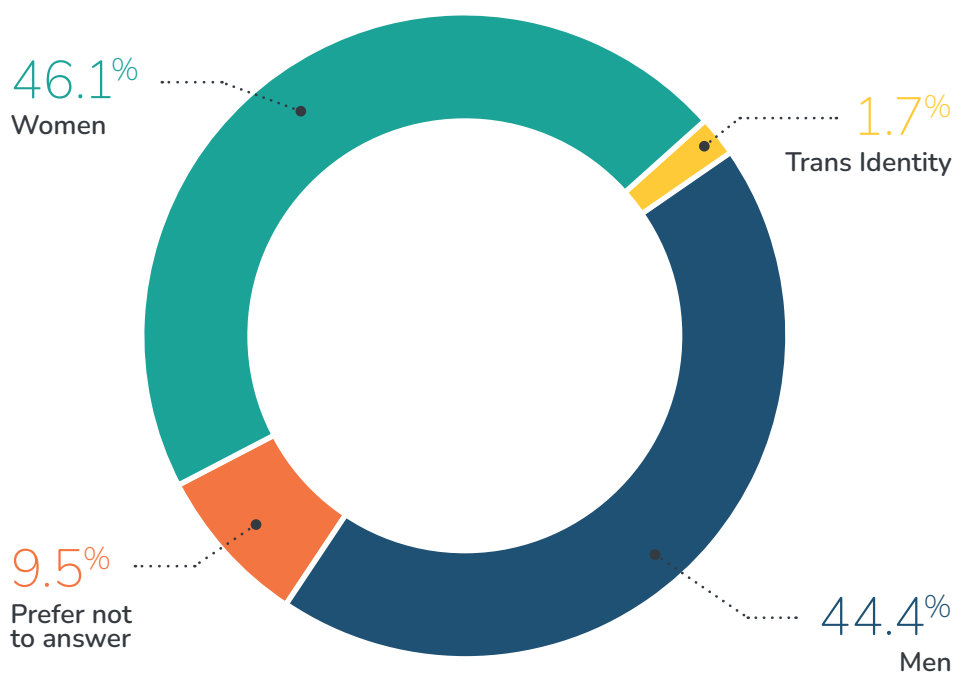
Prioritizing Diversity, Equity & Inclusion

Diversity and equal opportunity oversight are provided by Assent's Diversity, Equity, and Inclusion (DEI) working group. This group consists of Assentees and serves as a steering committee for building DEI programs and driving accountability for meeting goals and objectives.

We report on our workplace diversity as part of our requirements under the GRI and UNGC, in addition to prioritizing it as part of our core corporate values.

In 2021, Assent began the process of a diversity and inclusion survey which was sent to all Assentees, with a response rate of 53 percent. The survey gave us insight into diversity at our company across race and ethnicity, gender, sexual orientation, disability, and mental health. Here's what we found:

Women make up a slightly higher number of team members at Assent.



The data also showed that while women make up 48 percent or nearly half of all roles at lower levels and middle management, the representation of women in senior leadership roles and in the executive drops to 42 percent and 33 percent respectively. However, this representation is higher than the industry average.

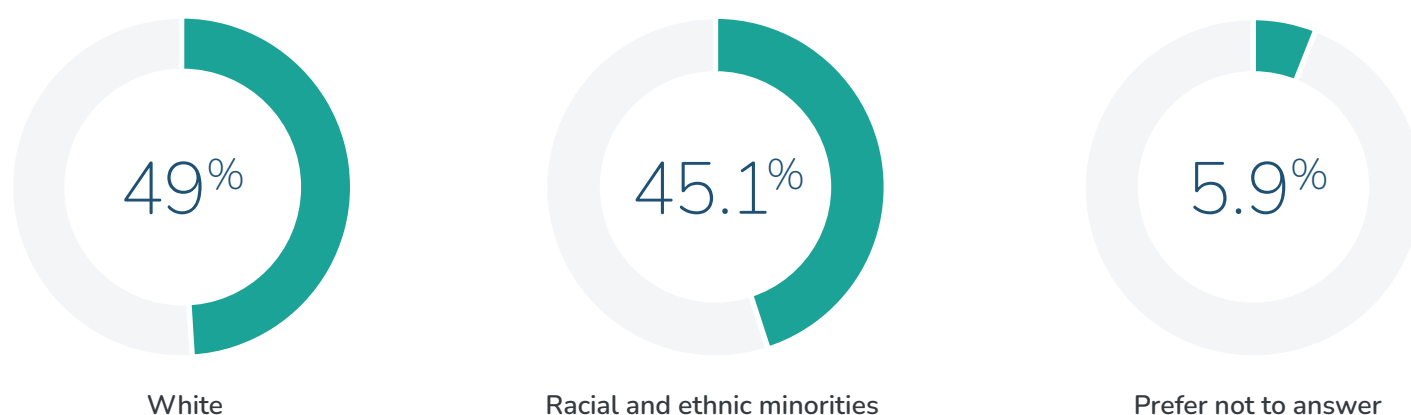


Gender & Age Diversity: Total Company 2021

	Number of Team Members 2021	Male	Female	Under Age 30	Age 30–50	Age Over 50
Number	718	380	303	240	379	61
Percent	-	56%	44%	35%	55%	10%

Note: In 2021, Assent began a digital branding campaign that involved outsourcing website development, creative design, and writing to third parties. Diversity data for these parties is not available. There is also a difference between statistics on gender in our diversity survey and our human resources software due to different gender options in each platform, and the number of Assentees who did not respond to the survey.

The racial representation of Assent team members is:



While there is a healthy representation of racial and ethnic minorities within Assent, we recognize that significant gaps exist in that representation across all roles. Ethnic and racial minorities make up 48 percent and 45 percent at the individual contributor and management levels respectively. We aim for more diversity at senior management levels, as minorities make up 37 percent and at the executive level there is no minority representation.

Other diversity markers assessed include sexual orientation, which shows a representation of LGBTQ2+ at 16 percent and persons with disabilities or mental health challenges at 41 percent.



Gender Equality: Salary Remuneration, 2021

Location	Ratio, Male:Female
Europe	1.13:1
Asia	N/A
Canada	1.14:1
Kenya	1.16:1
U.S.	0.84:1

Looking Forward

Data from the diversity and inclusion survey will be used to create benchmarks of Assent's current diversity performance so we can better inform our strategy, including our internal initiatives and external customer engagement. We plan on releasing our findings in 2022 and commit to data-driven goals. Currently, evaluation of our diversity programs comes from executive oversight and members of the SC Steering Committee with human rights/ESG subject matter expertise.

Diversity Initiatives

In 2021, we began addressing gaps through specific DEI initiatives and programs. These include:

- ▶ Participation in Target Gender Equality (TGE) program run by the UNGC. Designed to help companies set and reach ambitious corporate targets for women's representation and leadership, the TGE program afforded us an opportunity to conduct an organization-wide scan that identified areas of strength and weakness. The learnings from that program are being used to address gaps, set goals, and develop supporting actions to advance gender equality and improve gender representation at the leadership level.
- ▶ Restructuring of our ERGs to make them more effective in creating safe, supportive spaces for team members and advancing the interests of their members, who share a common interest or identity.
- ▶ Enhancing diversity in recruitment through the Young SDG Innovators Program. Another UNGC initiative, the YSI program enabled Assent's participants to collaborate with the EX department to review our hiring practices to make it easier for diverse candidates to be hired. Assent team members represented Assent at the UNGC Uniting Business LIVE event.





Non-Discrimination

Assent is deeply committed to fostering an environment of non-discrimination at every level of our operations, including recruitment, team member experience, and customer service. We have published an Assentee code of conduct that outlines ethical behavior and expectations. Every team member at Assent has a right to equal treatment with respect to employment without discrimination. Discriminatory behaviors are offensive, degrading, and illegal.

Every team member at Assent is responsible for creating an environment that is free of discrimination. Individuals acting on their own and/or on behalf of Assent itself can be held responsible under the Code of Business Conduct and Ethics and the law for discriminatory acts. Leadership also received unconscious bias training in our business development organization.

Those found to have been discriminated against on the basis of a prohibited ground will be entitled to a remedy. Those found to have engaged in such conduct on the basis of a prohibited ground will be subject to discipline.

Assent's management takes reasonable steps to monitor compliance with the Code of Business Conduct and Ethics and enforces appropriate disciplinary measures for violations of the code. We continuously review our process to eliminate unintentional biases, such as gendered language in hiring processes. Disciplinary measures for violations of the code may include, but are not limited to, counseling, oral or written warnings, probation or suspension with or without pay, demotions, reductions in salary, re-assignment, and termination of employment. Our management periodically reports to the board on these compliance efforts, including, without limitation, periodic reporting of alleged violations of the code and the actions taken with respect to any such violation.

Assent uses our Officevibe system to collect anonymous feedback from Assentee about discrimination concerns and our policies. In addition, EX maintains a safe space, open-door policy to hear feedback from team members.

Assent has zero recorded incidents of discrimination for the 2021 reporting year.





Freedom of Association & Collective Bargaining

Assent has operations in several countries, including Canada, the U.S., Malaysia, Kenya, and the Netherlands. In most of these countries, the ability to unionize is a fundamental human right. Where the right to freedom of association and collective bargaining is restricted under law, we do not hinder the development of parallel means for independent and free association and bargaining.

There are currently no collective bargaining agreements at Assent. We are monitoring our legal obligations and will establish any necessary councils or agreements in line with our legal requirements.

In 2021, Assent updated our Code of Business Conduct and Ethics policy that protects Assentee human and labor rights, including the right to

freedom of association and collective bargaining. Assent is committed to conducting its business ethically and in compliance with all applicable laws. Every member of the Assent team is responsible for preserving and fostering a culture of **integrity** and trust, in alignment with our core values and Code of Conduct. Assent uses our Officevibe system to collect confidential feedback from team members about our processes and policies.

Because Assent has offices in the U.S. and Malaysia, there is a present risk of these human rights being violated. In these countries there are documented cases of team members facing harassment, intimidation, unlawful termination, and denial of their collective bargaining rights.



Child Labor, Forced Labor & Compulsory Labor

Assent prohibits all forms of child labor, forced labor, and human trafficking. This includes charging recruitment fees, using recruiters that do not comply with the local labor laws of the country in which they are recruiting, and withholding worker identity documents. Assent recruits all team members directly. Workers can cancel their work contracts at any time with no financial penalty, subject to giving reasonable notice in accordance with the local law of their employment agreement. There are no unreasonable restrictions on Assentees' freedom of movement in our workplace or unreasonable restrictions on entering or exiting company-provided facilities. We support the use of legitimate workplace apprenticeship programs that comply with applicable legislation, in accordance with international standards.

Before making an employment offer, Assent investigates every candidate's age and background

to ensure they are not minors and are legally able to work as defined by national and international laws. Our Code of Conduct policy protects Assentee human and labor rights.

In 2021, Assent participated in the ILO's International Year for the Elimination of Child Labour. We committed to continue our work with the SRA to help maintain a free due diligence survey to help manufacturers identify and eliminate child labor risks in their supply chains.

Assent uses our Officevibe system to collect confidential feedback from Assent and stakeholders about our hiring processes and policies.

There is little risk of forced or child labor in our operations due to the nature of our operations and our screening procedures for all international offices. However, there is a low level of indirect risk through our supply chain, including service or goods providers.

Our Commitment to Human Rights

Assent provides screening and data collection solutions to help manufacturers prevent child labor from occurring in their supply chains. We protect the rights of children and our customers by ensuring that Assent employs only those of legal age to work, in addition to making best efforts to only purchase from suppliers that are transparent about their labor practices.



Human Rights Assessment

Assent provides solutions for manufacturers to comply with supply chain due diligence requirements for human rights reporting and transparency. As the international business landscape evolves to include deeper human rights accountability, Assent is committed to complying with all applicable laws and respecting internationally recognized human rights wherever we operate. Assent actively supports the SRA and is a signatory to the UNGC, and participates in many major industry standards groups focused on sustainability and compliance initiatives.

In 2021, Assent developed a Code of Conduct that affirms our commitment to the core internationally recognized human rights contained in the International Bill of Human Rights coupled with the principles concerning fundamental rights in the eight ILO core conventions as set out in the Declaration on Fundamental Principles and Rights at Work.

Assent performed a risk analysis of its operations in 2019 on a range of material issues, including freedom of association and collective bargaining, child labor, and forced labor. At that time, we did not find any high-risk operations. We intend to re-perform this risk analysis in the near future. Assent currently uses our Officevibe system to collect confidential feedback from Assent about our processes and policies.

The rights of Assentee's are outlined in our Business Code Guidelines, and training on workplace harassment and violence policies is part of our Assent University LMS. We also post guidelines on appropriate communication to reduce incidents of harassment and verbal abuse.

Preparing for New Human Rights Requirements

On January 1, 2023, the German Supply Chain Due Diligence Act (GSCA) will come into force, requiring in-scope companies to make a reasonable effort to identify hidden human rights and environmental risks to ensure compliance. The GSCA serves to implement the UN Guiding Principles on Business and Human Rights.

In 2021, Assent human rights experts provided a free webinar for manufacturers to help them understand the importance of this topic and how to prepare: *Journey Towards a New Corporate Duty to Conduct Human Rights and Environmental Due Diligence*.

Watch Now



Supplier Social & Environmental Assessments

As the leading supply chain sustainability service and software provider, Assent is deeply committed to building a sustainable supply chain for our own operations. We actively prioritize suppliers that provide transparency into their environmental and ethical standards and are developing written policies for supplier selection.

Building Our Sustainable Supply Chain

Assent has developed an Environmentally Preferable Purchasing (EPP) policy as part of the commitments we laid out in our 2020 sustainability report. This policy was written to outline proper procedures for purchasing office supplies that take environmental impact into consideration. It lays out the following commitments:

- ▶ Assent is responsible for selecting products that meet the EPP standards when possible while still being economically efficient
- ▶ Sourcing promotional merchandise and “swag” from vendors using sustainable materials and practices
- ▶ Buy in bulk whenever possible to reduce packaging and shipping impacts on the environment
- ▶ Those responsible for spending/invoices are required to verify compliance with green initiatives
- ▶ Assent will monitor the buyer by working together to ensure that the EPP is followed through to the greatest extent
- ▶ Upper management should encourage the use of green and environmentally responsible vendors, service providers, and relay the importance of the EPP goals in the global offices

In 2021, we began exploring how we can embed broad sustainability considerations into our purchasing practices, including social impact assessments. Formalizing our Code of Conduct was an important first step in this goal. We use the Officevibe platform to collect feedback and concerns about our suppliers.





Goal Setting

By 2023, Assent aims to have 50 percent of all total office supplies purchased using the EPP policy.

Our EPP was shared with the wider Assent team in Q4 2021 to assist Assent and our team members in making environmentally preferable buying decisions. The goal of the policy is to encourage and increase the use of environmentally preferable products, supplier screening using environmental criteria, and services for our global offices at Assent. The buyer is responsible for checking the policy to understand the products that they wish to purchase. In 2021, Assent did not track the number of new suppliers screened using the EPP policy.

Currently, Assent screens suppliers for security and privacy risks. We do not have data to support reporting negative environmental or social impacts in our supply chain: we are collecting data to build an ESG foundation to consider how to track these performance indicators.

Socioeconomic & Environmental Compliance

Assent maintains compliance with socioeconomic and environmental requirements mandated by international regulatory bodies, as well as by our stakeholders and customers. Our unique vantage point as a global supply chain partner to the largest and most ESG-forward global corporations provides us insights and a focus on emerging trends and allows us to adopt global best practices. We aim to provide leadership in environmental compliance for our team members, clients, and the communities in which we work.



Powered by ESG Experts

Assent has invested in a large team of experienced subject matter experts who provide consulting and oversight for matters related to:

- ▶ Human rights
- ▶ ABAC
- ▶ Labor rights
- ▶ Medical device safety
- ▶ Human trafficking and slavery
- ▶ Gender equity
- ▶ Hazardous substances
- ▶ Responsible minerals sourcing
- ▶ Waste management
- ▶ Product life cycle management

Our team of compliance experts monitor the ESG landscape to maintain a **foundation** of sustainability best practices for both our customers and our organization. Assent follows their guidance on our own initiatives to ensure that we operate in accordance with regulations. Our Officevibe system allows any team member to anonymously submit concerns or feedback about our socioeconomic and environmental compliance.

Assent has not been subject to significant fines, non-monetary sanctions, or litigation brought forward through dispute-resolution mechanisms associated with socioeconomic or environmental non-compliance.



Customer Privacy

Assent collects and analyzes a continuous stream of sensitive information from millions of global users, including manufacturers, suppliers, and stakeholders. We are required to protect their data using state-of-the-art security and privacy programs, in addition to disclosing our risk mitigation efforts to external stakeholders and our board. Assent is SOC type 2 certified, having demonstrated excellence in data security.

We are also compliant with the General Data Protection Regulation (GDPR). Assent processes Personal Identifiable Information (PII) exclusively as necessary under the instructions of its customers. Assent ensures that it collects the minimum PII required to fulfill its services and maintains a retention schedule whereby PII transferred by customers is destroyed once service to that customer is complete.

Where applicable, Assent enters into data processing agreements (DPAs) with customers that acquire, transfer, and store PII. Assent applies the necessary physical, technological, and administrative measures to protect personal data and ensure compliance with client agreements and data stewardship laws. These include:

- ▶ Appointing a Data Protection Officer (DPO) to oversee our privacy program
- ▶ Forming a cross-functional privacy team to review all organizational activities that involve PII, and handle internal and external privacy inquiries
- ▶ Mandatory annual security and privacy training for all Assentees
- ▶ Encrypting data in transit and at rest
- ▶ Building risk management and threat identification plans

We perform annual reviews of our privacy program and its management, with the support of internal expertise and external legal counsel. We monitor international privacy laws and have monthly privacy council meetings. In response to emerging regulations or risks, we update the privacy policy and our procedures accordingly.

In 2021, Assent had no complaints about data privacy breaches or loss of customer data.

How Assent Protects Customer Privacy

Read Assent's privacy policy to learn how we use and protect customer data.

[Privacy Policy](#)





Conclusion

Sustainability is evolving, shifting away from a focus on CSR to more standardized and robust ESG reporting. Like many other businesses, we are beginning our ESG journey at Assent.

At the heart of any sustainability strategy is a strong **ESG foundation** built on deep data. That's why this year Assent began essential stakeholder engagement surveys and research, so that we can set data-driven sustainability goals for the future. Assent also continued with the sustainability programs that reflect our commitments to team member health, environmental responsibility, and ethical business practices.

Assent works with manufacturers across the globe, helping them see deeper into their supply chains to collect ESG data that will help them mature their programs from compliance to deep sustainability. We are on a journey with our customers and their suppliers, helping them bring responsible products to the world. We're building sustainable supply chains and growing better, together.



UN Sustainable Development Goals

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Goal 1: No Poverty	17, 18
Goal 3: Good Health and Well-being	17, 18, 31, 32, 33, 34, 35
Goal 4: Quality Education	31, 34, 35
Goal 5: Gender Equality	10, 32, 35, 36, 37, 38
Goal 7: Affordable and Clean Energy	23, 24, 25
Goal 8: Decent Work and Economic Growth	5, 15, 16, 19, 20, 24, 25, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42
Goal 9: Industry, Innovation and Infrastructure	16, 17
Goal 10: Reduced Inequality	29, 30, 31, 34, 35, 36, 37, 38, 39
Goal 12: Responsible Consumption and Production	6, 7, 23, 24, 25, 26, 27, 28, 43, 44
Goal 13: Climate Action	6, 23, 24, 25, 26, 27, 28
Goal 14: Life Below Water	6, 23, 24, 25, 26, 27, 28
Goal 15: Life on Land	6, 23, 24, 25, 26, 27, 28
Goal 16: Peace and Justice Strong Institutions	8, 9, 10, 11, 12, 15, 21, 22, 43, 44, 45



United Nations Global Compact Ten Principles

Principle	Page
Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and	40, 41, 42
Principle 2: make sure that they are not complicit in human rights abuses	43, 44, 45
Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;	15, 40
Principle 4: the elimination of all forms of forced and compulsory labour;	41, 43, 44, 45
Principle 5: the effective abolition of child labour; and	41, 43, 44, 45
Principle 6: the elimination of discrimination in respect of employment and occupation	39
Principle 7: Businesses should support a precautionary approach to environmental challenges;	6, 23
Principle 8: undertake initiatives to promote greater environmental responsibility; and	6, 23, 24, 25, 26, 27, 28, 43, 44
Principle 9: encourage the development and diffusion of environmentally friendly technologies	4, 6, 7, 20
Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery	8, 10, 21



GRI Reporting Index

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Organizational Profile	102-4	Location of operations	3
Organizational Profile	102-5	Ownership and legal form	4
Organizational Profile	102-6	Markets served	2
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Governance	102-36	Process for determining remuneration	Assent does not have complete data to report for this indicator in 2021.
Governance	102-37	Stakeholders' involvement in remuneration	Assent does not have complete data to report for this indicator in 2021.
Governance	102-38	Annual total compensation ratio	Assent does not have complete data to report for this indicator in 2021.



GRI Topic	KPI	Description	Page
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GRI Topic	KPI	Description	Page
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