

1 Policy Statement

This policy sets out the PLG's approach to environmental, social and governance responsibility, including its commitment to reduce greenhouse gas emissions and support the UK's transition to net zero.

The PLG recognises that climate change, resource use, equality, transparency and responsible governance are relevant to its purpose, reputation and long-term resilience. PLG will act proportionately, transparently and practically, focusing on the areas where it can have meaningful influence as a small remote organisation and as a representative body for its members.

2 Scope

This policy applies to Photonics Leadership Ltd (trading at Photonics Leadership Group, PLG) all PLG directors, employees, workers, contractors and anyone acting on behalf of the PLG. It covers the PLGs, remote working arrangements, procurement, events, travel, digital operations, member engagement and governance processes.

This policy should be read in conjunction with the following PLG policies

- Anti bribery, fraud and corruption policy
- Health and safety policy
- Anti-harassment and bullying policy
- Modern slavery policy

3 Environmental and Net Zero Commitments

The PLG will aim to minimise its environmental impact and work towards net zero greenhouse gas emissions, in line with the UK's national net zero target.

4 Emission sources

4.1 Scope one emissions

As a virtual services supplier the PLG does not manufacture parts or materials and operates no central offices, facilities or vehicles and thus has negligible direct scope one emissions.

4.2 Scope two emissions

The PLG does not operate a central office or purchase energy resources directly and therefore does not have scope two emissions

4.3 Scope three emissions

The majority of the PLG emissions are scope three defined as greenhouse gas emissions that occur in the PLG's value chain, both upstream and downstream, and are not directly controlled by the organisation. This includes emissions from sources such as remote working, digital services, purchased goods and services, business travel, events and member-related activities.

The PLG will therefore focus primarily on relevant Scope 3 emissions, including business travel, remote-working impacts, purchased services, digital services, waste from events and supplier activity.

5 Practical Environmental Actions

- The PLG will preferentially use remote meetings and digital collaboration where this is effective and inclusive.
- Use in-person meetings only where they add clear value, and choose accessible venues that minimise unnecessary travel.
- Encourage low-carbon travel options such as rail, public transport, car sharing and active travel where practical.
- Avoid domestic flights unless there is a strong business justification and no reasonable lower-carbon alternative.
- Reduce printing and use digital papers, agendas, minutes and member communications as the default.
- Select suppliers and venues that can demonstrate credible environmental practices where this is practical and proportionate.
- Minimise waste at events by avoiding unnecessary materials, single-use items and excess catering.
- Encourage staff and contractors to use energy-efficient home-working practices, including switching off equipment when not in use.

6 Environmental Impact Measurement and Reporting

The PLG will take a proportionate approach to measurement. Each year, it will review available information on business travel, major events, purchased services and remote-working assumptions. Where data is incomplete, the PLG will use reasonable estimates and clearly record the basis of calculation e.g. balance of remote and in-person meetings.

7 Social Commitments

The PLG will seek to operate in a way that is fair, inclusive, respectful and beneficial to its members, workers and wider stakeholders. As a trade association, the PLG's social impact is delivered through its standards of conduct, member services, events, communications and representation of sector interests.

- Promote equal opportunity, dignity and respect in all association activities.
- Maintain clear expectations for respectful behaviour at meetings, events and online forums underpinned with a transparent anti-harassment and bullying policy
- Design remote and in-person activities to be accessible and inclusive wherever practical.
- Support worker wellbeing by recognising the benefits and risks of remote working, including isolation, workload and work-life boundaries.
- Encourage professional development, knowledge sharing and constructive engagement across the membership.
- Consider the needs of small organisations and diverse member types when developing guidance, events and services.
- Support responsible business practices and reflect the principles of the Modern Slavery Act 2015 with dedicated Modern Slavery policy.

8 Governance Commitments

The PLG will maintain governance arrangements that support accountability, transparency, lawful operation and responsible decision-making. ESG and net zero considerations will be embedded into proportionate governance processes rather than treated as a separate administrative burden.

- Assign board-level or committee-level responsibility for this policy and its annual review.

- Consider ESG and net zero implications when making material decisions about suppliers, events, travel and member services.
- Maintain appropriate policies on data protection and privacy, conflicts of interest, financial controls and member conduct, and refer matters relating to bribery, corruption, fraud or suspected financial wrongdoing to the PLG's separate Anti-bribery, Corruption and Fraud Policy.
- Use transparent decision-making processes and keep appropriate records of key decisions.
- Review legal, regulatory and stakeholder expectations relevant to PLG activities.
- Report progress to members at least annually in a concise and proportionate format.

9 Supplier and Procurement Principles

The PLG will make procurement decisions that balance quality, value for money, reliability, accessibility and ESG considerations. For significant suppliers, PLG may ask for evidence of relevant environmental, social or governance practices, such as environmental policies, data security arrangements, equality commitments or modern slavery statements where applicable.

Any concerns about bribery, corruption, fraud, improper inducements or suspected financial wrongdoing in procurement will be handled under separate Anti-bribery, Corruption and Fraud Policy.

10 Events and Member Activities

Where the PLG organises events, meetings, consultations or member activities, it will consider environmental and social impacts during planning. This includes whether the activity can be delivered remotely, whether the venue is accessible, how delegates will travel, how materials will be provided, and how catering, waste and supplier choices can be managed responsibly.

11 Roles and Responsibilities

The PLG board committee is responsible for approving this policy and overseeing progress.

The person or committee designated by the board is responsible for coordinating implementation, monitoring actions and preparing an annual update. All workers, contractors and volunteers acting on behalf of the PLG are expected to support the policy in their day-to-day decisions.

12 Policy Review

This policy will be reviewed at least annually, or sooner if there are significant changes to the PLG activities, remote working arrangements, legislation, or stakeholder expectations.

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