

CSR

Annual Report

2021 - 2022

Light version

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01. A FEW WORDS FROM A PARTNER



Since the creation of Taleo with my brother, Benjamin, in 2014, our values have always been Family, Fun & Excellence. We wanted to create a company that offers excellent quality services that our employees and customers can trust.

Regarding our employees, we are continually trying to improve our practices to guarantee the health, safety, and well-being of our teams, and the diversity and inclusiveness of our recruitment processes. Our goal is to provide our employees with the best support to increase their skills and employability.

However, we are well aware that our responsibility extends beyond the economic and social aspects and that we must consider the environment in our policy to make our company even more respectful and ethical.

We hope that Taleo will meet its stakeholders' expectations in terms of CSR and become an example in this field for consulting companies.

We are committed to publishing our CSR report every year to inform our stakeholders and to present our policy on this subject, the situation of our company through the indicators we have chosen, our progress, and our objectives.

Our CSR policy is based on the four pillars of the ten principles of the UN Global Compact: Human Rights, Labor, Environment, and Anti-Corruption.

After the first report in 2021, where we presented most of our commitments, CSR strategies, and principal KPIs, we advanced in this direction and continued putting actions into words.

In conclusion, this second report presents the progress made and our objectives, intending to evolve our ongoing CSR strategy and adapt to our stakeholders' needs and aspirations.



02. ABOUT TALEO

What is Taleo?

Taleo is a consulting company created by two brothers, Benjamin & Yann Rouveure in 2014. After only 8 years, the company is active in Paris, Luxembourg, Brussels, Amsterdam, Geneva, Zurich, Barcelona, Singapore, and Lisbon. Our staff comprises 300 people, 250 consultants and 50 people in the back office.

What do we do?

We are particularly active in the financial sector: banks, asset management, services, insurance, and fiduciaries.

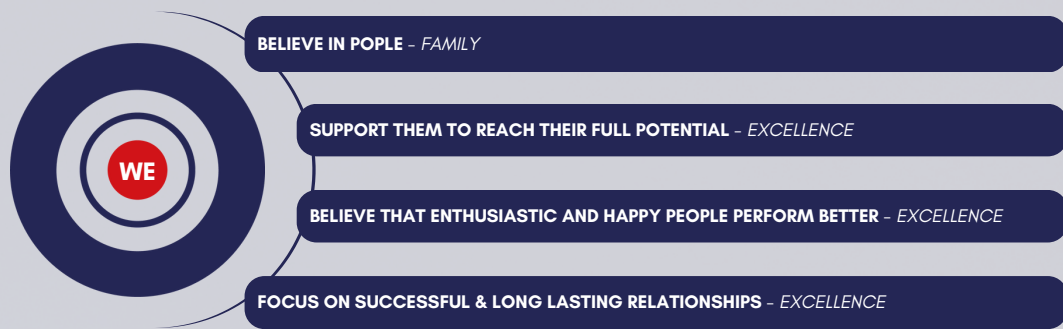
These areas are our core business, but we also have activities growing in industries such as IA, green transition, and life sciences with our two brands Sapia and Elmea.



02. ABOUT TALEO

How do we think?

From the beginning, our values have been Family, Fun & Excellence. And these values determined our vision:



What is our DNA?



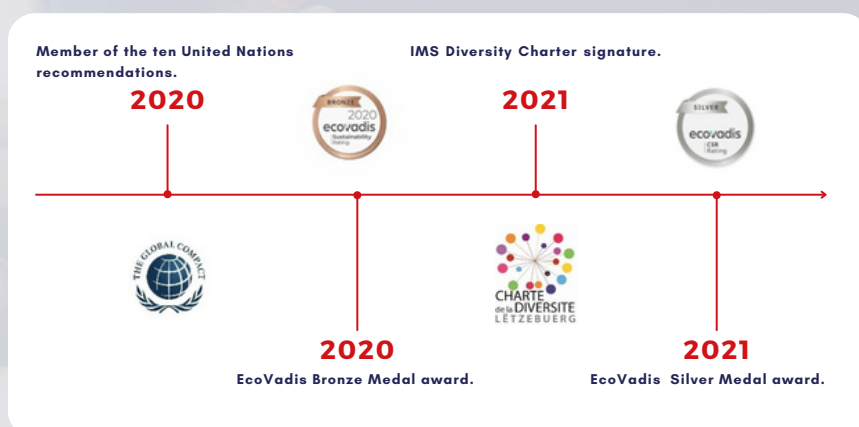
03. TALEO CSR STRATEGY

Taleo's CSR Charter was elaborated in 2020 based on three pillars:

- **People:** human rights, health, safety, equal opportunity, well-being, and career path.
- **Environment:** in its daily activities, Taleo reduces its impact on the environment through several measures.
- **Economic Integrity:** by taking steps internally and externally.

Corporate and Social Responsibility (CSR) has become one of the business' first challenges. More concretely, this involves ethical work principles to guarantee a healthy environment for future generations, while Taleo's business flourishes by respecting Sustainable Development Goals.

To go further in its approach, Taleo has implemented the first steps of its CSR policy in 2021 and wishes to enhance and perfect it each year with a view to continuous improvement and participatory collaboration of its members.



04. GOVERNANCE

Reasonable & Responsible Governance

Taleo Corporation aspires to not only meet its legal obligations but also to go beyond and invest in human capital, sustainable development, and strengthening relations with its stakeholders.

With this aim in mind, Taleo has adopted responsible governance to take decisions and execute strategies around a modern management practice by considering the company as a system of interdependent actors based on cooperation that aims at creating value. Gender parity is also crucial for decision-making positions and is optimally achieved.

Transparency and ethical behavior are part of Taleo's commitments. Presenting up-to-date and fact-based information enables any stakeholder to accurately assess the impact of any decision on its interest.

Proactive contractual & Legal Compliance

Contractual compliance is subject to regular and proactive analysis to increase efficiency and reduce risk.

Taleo's management system allows it to know all its contracts and commitments.

Ethics, fighting conflict of interests, and anti-corruption are at the top of TALEO Corporation's commitments. Other rental agreements and similar contracts are also treated equally.



04. GOVERNANCE

Proactive contractual & Legal Compliance.

Among the moral obligations to avoid conflicts of interest and corruption:

- **Suppliers' selection** must be based on defined and evaluated criteria, and not on friendly relationships or possible personal financial gains.
- **Gifts may be accepted** by suppliers or customers only if they are of meager value.
- **Not to use** the employee time, goods, products or services, supplies, or any other resource of Taleo, including information, for external activities.
- **Business opportunities** must be recorded and not seized for personal interest.
- **Not to accept to work** or have responsibilities for profit without obtaining the management's agreement.

Legal Compliance allows Taleo Corporation to anticipate regulatory changes that may affect its strategy and activity.

Internal and external stakeholders are involved in the legal monitoring processes, whether related to hard or soft laws, which are monitored steadily and constantly.

Taleo's activities are subject to rigorous monitoring legal framework of sustainability, health & safety, commercial aspects, and financial & accounting operations, including labor and employees laws.

04. GOVERNANCE

Commitment & transparency to stakeholders

A Consolidated Stakeholders' engagement plan will be practical from the last quarter of 2022. The marketing and communication pole is pivotal in transmitting information concerning the CSR strategy.

Stakeholder engagement is at the heart of Taleo Corporation's CSR strategy.

For each group and according to its influence and interest, the means of communication, the information communicated, and its frequency will be redefined by the CSR and the Marketing & Communication teams.

Responsible Communication

Taleo Corporation puts in place the following principles to communicate with the different groups:

- **Transparency** facilitates understanding and trust, as well as the decision-making process.
- **Objectiveness** to communicate realistic projections and estimations.
- **Clearness** of communication in the adapted languages and the two ways of dialogue (Hear & Listen).
- **Accessibility** by using adapted communications tools for each category of stakeholders.
- **Equitable & Inclusive** to take into account the needs of each group of stakeholders without intimidation and coercion by respecting national and international rights.
- **Effectiveness** means giving importance to consultative decision-making.



04. GOVERNANCE

Governance of future objectives and actions

To enhance the efficiency of Governance:

- Updating and strengthening CSR communication at the stakeholder level.
- Enhance the adaptation of Communication to the different stakeholders (adapted slots, means, language, and frequency).
- Broader integration of CSR topics into internal meetings.
- Setting up a monthly meeting only for CSR topics.
- Publishing more about CSR strategies and topics.
- Encouraging clients to adopt good CSR practices by disseminating information, slogans, and awareness-raising.

05. ENVIRONMENT

Environmentally friendly & Engaged

Going green is one of Taleo's priorities, translating into concrete, measurable actions, and long-term commitments.

Indeed, in the ECOVADIS Silver Medal Award, strengths have been identified with a score of 70% for environmental performance; Taleo Corporation does not intend to back down.

- **Environmental waste management and policy.**
- **Recycling.**
- **Environmental guidelines on energy consumption and greenhouse gas emissions reduction.**
- **Standard procedure on environmental management.**
- **Sustainable consumption and purchase.**
- **Responsible IT management.**

Taleo Corporation wants to strengthen the competitiveness and effectiveness of each entity. The Luxembourg-based entity is leading the race by being the Proof of Concept.

Specifically, Taleo Luxembourg demonstrates its interest in responsible purchasing by the use of:

- **Fairphones: mobile phones which incorporate the principles of the circular economy.**
- **Cleaning products that are more respectful of the environment and significantly reduce or even ban the use of non-useful cleaning products (Air fresheners).**
- **Alongside these initiatives, a reduction in the amount of paper purchased and reusing non-used goodies have already been implemented.**



05. ENVIRONMENT

Environmentally friendly & Engaged

Taleo Corporation wants to be at the forefront of the race toward carbon neutrality.

Taleo Luxembourg emitted 205 tons of CO2 equivalent in the first three quarters of 2022.

The significant emissions are related to the movement of employees, especially those on the border of Luxembourg.

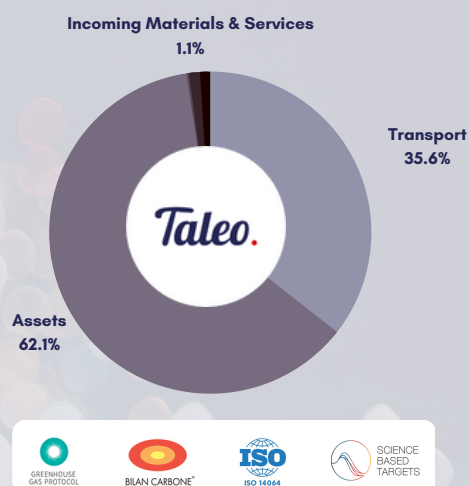
An emission reduction action plan is implemented to raise employee awareness of their carbon footprint.

- **Replacement of internal combustion vehicles with hybrid or electric cars and raising awareness of eco-driving.**
- **Encourage using more neutral means of transport for short distances.**
- **Encourage group displacements for joining common meetings or events.**

Greenhouse Gas Balance Luxembourg 2022

Greenhouse gas emissions of the Luxembourg-based entity were calculated by considering the three scopes.

Transport of employees and visitors represents a significant part, and those related to the building and other assets (Normal operation).



05. ENVIRONMENT

Environmentally friendly & Engaged

The asset represents the building, the furniture, and the computer (IT) equipment.

The IT chart will be reviewed and adapted to raise awareness of more sustainable use.

The other entities subject to the CSR approach will also have their carbon footprint calculation, not for regulatory purposes but to implement measurable actions.

Waste Management

TALEO Luxembourg's Waste Prevention and Management Plans are carried out in three phases:

PHASE I: Analyze the current waste management system.

PHASE II: Critical assessment.

PHASE III: Opportunities for reducing the quantity produced. waste.

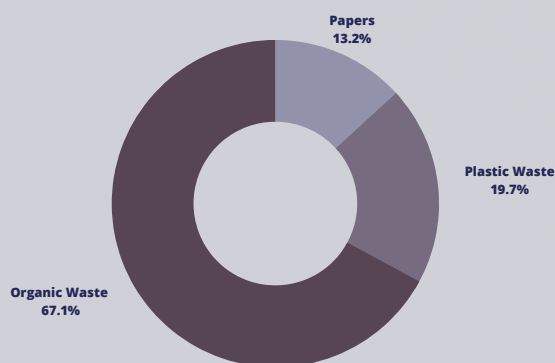
With a view to a significant reduction, the following measures are being implemented:

- Implementation with the marketing and communication team of a recycling awareness plan under the principles of circularity of the Circular Economy (5R).
- Implement posters in offices and electronic brochures to raise awareness of responsible consumption and waste management.
- Raise awareness of reusable food containers to reduce the amount of waste.

05. ENVIRONMENT

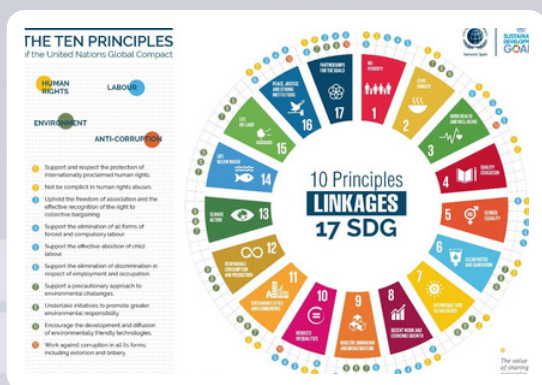
Environmental Management System under ISO 14001

An environmental management system (ISO 14001) is in the planning phase at the entity level in Luxembourg. The latter aims at a continuous improvement of the group's environmental performance.



The Ten Principles of United Nations Global Compact

Taleo Corporation is aware of the challenges of sustainable development, and the commitment to the ten United Nations' global compact principles is pledged to approaching sustainable development objectives.



The ten principles of the UN Global Compact & SDGs (Source: United Nations Global Compact).

Environment future objectives and actions

Among the imminent actions are:

- Action plans to reduce greenhouse gas emissions.
- Implementing the Environmental Management System under ISO 14001 for all entities.
- Plan to raise awareness of responsible consumption and update the responsible purchasing charter.
- Raising awareness of the principles of the circular economy.
- Update of the green mobility plan for employees.
- Organization of more sustainable and environmentally friendly events.
- Implementation of a roadmap for BCorp certification



06. SOCIAL

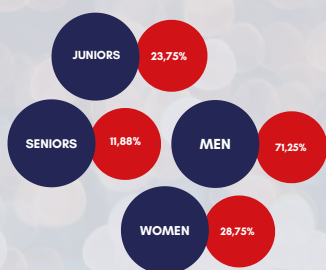
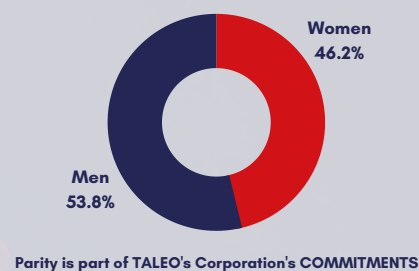
Equal Opportunity & Diversity



Taleo Corporation strengthens equal opportunity, diversity, and social cohesion. By signing the diversity charter, it reaffirms its long-term commitment to implement all the necessary measures to achieve optimal diversity among its employees.

Indeed, this commitment implies removing all obstacles to discrimination, whether legal or even cultural, and considering diversity as a major asset when it aligns with talent and competence, which translates to:

- **A well-established diversity policy and good practices.**
- **Awareness and involvement of Executive Committee members and staff in diversity plans and incentives.**
- **Evaluation and regular follow-up with human resources and staff representatives.**
- **Implementation of tools encouraging diversity and support for training to facilitate employee integration, such as language learning.**



The percentage share of Taleo Corporation employees
Data for the last quarter of 2021



06. SOCIAL

IMS Membership

Taleo Luxembourg is a member of the IMS, has an active network in corporate responsibility, and thus undertakes to participate in various events.

IMS (Inspiring More Sustainability) has been, for 15 years, the leading network of Luxembourg companies committed to corporate social responsibility.

Among the events in which Taleo Luxembourg participated:

- **Annual General Meetings.**
- **Diversity Charter signature.**
- **Good Practice initiative participation.**
- **Digital challenge.**
- **Biodiversity missions.**
- **Towards zero single-use plastic.**
- **Biodiversity fresco.**
- **Science-Based Targets & Climate Action Luxembourg Task Force Workshops.**
- **Skills Transfer Workshop.**

June 29th, 2022 :
The CSR Luxembourg team participated in the DigitalChallenge2022 workshop with IMS Luxembourg



In the picture: Louise BACHE: Managing director & CSR Coordinator.
Noelia GARCIA MAGHALES: MARCOM Officer & CSR Team member.

06. SOCIAL

Well-being & Conviviality

Family, Fun, and Excellence are the DNA of Taleo Corporation, which are reflected in a frequent organization of varied and diversified events with employees and consultants.

- **Back to school for the start of the school year.**
- **End-of-year celebrations.**
- **Team buildings to bring all the teams together once a year.**
- **Team buildings with consultants and teams once a year too.**
- **Organization of activities at each entity level.**
- **Organization of dinners and lunches.**



The Luxembourgish team in the Insight training.



Trip to Marrakech with employees and consultants for the 5th anniversary of Taleo.

06. SOCIAL

Health & Safety

Safety and Health are essential for Taleo Corporation; for this purpose, a worker was designed for the health and safety procedures, regulatory watch, and compliance related to risk evaluation and systems.

- **Identification of risks and hazards.**
- **Implementation of action plans.**
- **Reevaluation of the implemented measures and actions.**
- **Decision on the frequency of future measurements and strategies.**



DANGERS & RISKS

- Transport & Circulation
- Work on screens
- Risk of falling
- Biological risks
- Others



ACTION PLAN

- Sensibilisation
- Newsletters
- Team buildings and social interaction



CONCLUSION

- Frequency of reevaluation (once a year or every six months)
- Reviews and controls
- Measures'fixation



REEVALUATION

Which measures are used to reevaluate risk's efficiency



06. SOCIAL

Health & Safety



Taleo Luxembourg subscribed to Zero Vision to align with the European Union's guidelines for the prevention of occupational accidents, commuting accidents, and occupational diseases.

The four principles of VISION ZERO:

- **Life is a non-negotiable good.**
- **Human is fallible.**
- **Human has tolerance limits.**
- **Everyone has the right to a healthy and safe workplace.**

To this end, awareness-raising strategies will be implemented to make employees aware of the risks of speeding and irresponsible driving on their lives and those of their relatives.

A questionnaire was distributed to employees to find out how they traveled from work to home, and the kilometers traveled.

Social future objectives and actions

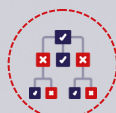
The main actions to be implemented:

- Strengthen the follow-up of the training carried out by employees.
- Getting employees to behave safer and implementing best practices.
- Awareness of Vision Zero and its involvement at the level of all entities.
- Communication of social aspect good practices.

07. CSR PLAN & ROADMAP

Taleo Corp Strategic Action Plan

Taleo CSR Related Strategies



1

Internal process :

Board of Directors.
Internal Stakeholders.
Employees.

2

• **Environmental Objectives**

Carbon Footprint Certification, Environmental Management System (ISO 14001), Waste Prevention and Management Plan, ISO 20400.

• **Social Objectives**

Inclusion, Training, Gender equality.

• **Corporation Commitments**

Operating in ways that meet fundamental of human rights, labor, environment and anti-corruption.

3

Actions & Strategies

- EcoVadis Gold.
- INDR CSR (Luxembourg).
- CSR Europe.
- Eco label.
- B Corp.

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