

Sustainability Action Plan

House of Control AS

2025



**HOUSE OF
CONTROL**

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Introduction

The background to our restructuring process is to adapt to a market with an increasing focus on sustainability. This is reflected in our customers' demands for documentation of our sustainable practices. To meet these demands, House of Control has established a dedicated project group that systematically collects data and prepares new internal routines for operational reorganization.

We recognise that production of our product, Complete Control, is energy-consuming and for that reason we have begun mapping how we can reduce emissions at several stages such as coding, page loads, reusable components and conscious choice of colour.

This is a continuous process that takes place simultaneously as we develop and improve Complete Control.

Our focus on becoming more sustainable applies to all our companies and departments.

We have focused on improving internal routines to ensure sustainable operation of office premises, with particular emphasis on electricity and water consumption and our employees' working environment.

In addition, we have focused our attention on our suppliers. We have drawn up supplier requirements that require confirmation of their commitment to sustainability and safeguarding human rights and the working environment. This report includes both measures already completed but also planned activities, with specific deadlines and responsible parties for each target.

Høvik February 2025.

Tools for reporting

House of Control AS uses Complete Control 5's ESG module, which is a proprietary module for calculation basis. The chosen standard is GRI (Global Reporting Initiative), it is emphasised that House of Control does not report according to GRI reporting requirements but only uses the method in Complete Control.

The report is documented in Eco Lighthouse and Visma's ESG reporting system Smart Trackers.



Sources

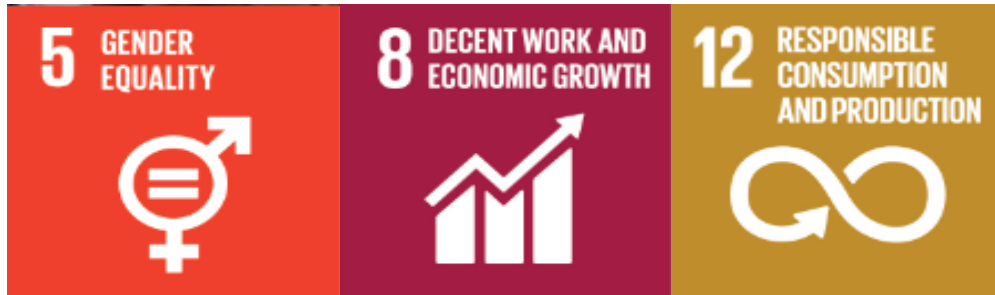
- Travelin.AI - Travel agency
- Visma lønssystem - wage system
- Centra Eiendom AS - property owner
- House of Control HR Adviser

Stakeholders

Accountable for the implementation and preparation of the Sustainability plan	Title/Role	E-mail
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Goals for transitioning to a more sustainable organization.

House of Control works to achieve the UN Sustainable Development Goals:



Gender equality

Target 5.1.1:

Whether legal frameworks are in place to promote, enforce and monitor equality and non-discrimination based on sex.

Decent work and economic growth

Target 8.5:

Promote development-oriented policies that support productive activities, decent job creation, entrepreneurship, creativity and innovation, and encourage the formalization and growth of micro-, small- and medium-sized enterprises, including through access to financial services.

12. Responsible consumption and production

Target 12.5:

By 2030, substantially reduce waste generation through prevention, reduction, recycling and reuse.

Health, safety and environmental protection

For the House of Control, health, safety and environment (HSE) is of paramount importance. We place great emphasis on creating a workplace that is safe and secure, while promoting a positive working environment for our employees. We also expect our suppliers to facilitate safe and secure workplaces, where the requirements of health, safety and environmental legislation are strictly adhered to.

Initiated measures:

The following measures have been implemented and are in progress in the House of Control Norway.

Under the headings: Energy/electricity, waste sorting and health and environment.

Procedures for the return of coffee capsules have been implemented.

Procedures have been drawn up for purchasing goods and services to ensure that purchases are made in accordance with the company's values. Supplier requirements have been sent to our most important suppliers to map their environmental status.

HSE: A safety round has been conducted and the Labour and Environment Committee has been established, and representatives have been elected and introduced to the expectations and tasks associated with this office in the form of courses.

Written documentation has been prepared for routines for the annual safety audit, and the safety audit was carried out in 2023.

The staff handbook has been revised and updated.

Regular pulse measurements of the working environment are to be carried out to map employees' well-being at work.

Climate quotas: We have purchased climate certificates that compensate for our emissions.

Pulse measurement of the working environment

House of Control shall ensure continuous improvement of the working environment through regular pulse measurements for all employees. Regular, and at least quarterly, anonymous pulse measurements are carried out in the company via House of People. This is to identify working environment challenges and to ensure continuous improvement of the working environment. The results will be available on an ongoing basis, so that those responsible can act and implement measures where necessary. Areas that will be included in the survey will include questions related to the psychosocial working environment, leadership, organisation, home office, collaboration, etc.

Employee appraisal interviews

The purpose is to ensure that each employee has a meaningful job and thrives in their working environment by identifying motivation, development wishes and opportunities, co-operation, communication and clarification of expectations. The dialogues shall develop trust and openness and shall be a safe arena for feedback between employees and managers.

This section covers the implementation of performance appraisals and applies to all employees.

Annual performance reviews shall be conducted for all employees in the House of Control. All appraisals must be completed by the end of April each year.

The system used is Peakon, which contains a template that will facilitate a good dialogue. The questions that form the basis for the dialogues must be known by both parties prior to the dialogue and sent from the system well in advance of execution. Communication and information about how the

dialogues are conducted will be sent from the system and supported by the HR department.

HR will evaluate the performance of the interviews to adjust for next year's employee appraisal interviews.

In addition, a 6-month evaluation will be carried out via "check-in" from House of People, to ensure that points from the first interview have been followed up, or if it is in the plan. All employees must have completed this by the end of October each year.

Information about ESG and Eco-Lighthouse

All new employees must be informed about what it means to be an Eco-Lighthouse organization.

Corporate sustainability reporting directive

House of Control is a subsidiary of Visma and is thus committed to the same target achievement when it comes to reducing emissions to achieve the company's climate goals. CSRD reporting is part of this work as a way of documenting how we as a company are doing with our climate goals. The House of Control reports in accordance with the EUs environmental directive twice a year in January and September.

The Transparency Act

Procedures and policies must be prepared to fulfil the requirements of the Transparency Act. The report in connection to the Norwegian Transparency Act is available on our website: <https://www.houseofcontrol.com/corporate-responsibility>.

Travel policy

Information about House of Control's travel policy is implemented in the company's onboarding programme.

The onboarding programme informs employees that the company's travel policy applies to all employees, and employees are informed about the importance of choosing environmentally friendly alternatives in terms of both accommodation and transport.

Energy consumption during production of Complete Control

Frontend and design

Reusable components

At present, there are too many customised components and too many similar or identical ones that perform the same purpose. However, the component library has been cleaned up and the components have been standardised. In the long term, this will be implemented in areas that do not follow this.

An example in the solution is contract duration, which had many components that performed similar tasks, but has now been changed to use the same component.

Page loads

Here we have a job to do, we are working on analysing the user journey and optimising it in the most used areas. As of now, the number of page loads has not improved, but the intuitiveness and mitigation of user errors has improved in some areas.

Optimisation of visual elements

We have some visual elements in the interface, mainly SVG illustrations that keep a low file size level. Users have the option to upload their own images in some places but are shown as low-resolution previews until the user chooses to click on the image.

Reduce file size of code

Loading of relevant data

Conscious choice of fonts

We only use Inter in the interface, with three different weights (regular, medium, and semi bold), but for appropriate reasons in terms of hierarchy and user experience. We can probably get better at loading only used characters, but this may compromise user input.

Conscious choice of colour

We have tons of white and grey as background colours, but elements such as text and buttons are in darker colours, mainly black and dark blue. Dark mode is implemented, but in connection with a universal design project to gain control of our colours. Currently not available to our customers. Eco-mode will also be desirable eventually, but also in the long term.

House of Control's office premises

Høvik

Energy management and Energy potential O.H Bangs vei 70

The building at Høvik uses electricity exclusively as an energy source and has an annual energy consumption of 623,823 kWh. Much of this energy is used for heating, cooling and ventilation. According to an Enova report, the building has energy label F, which indicates low energy efficiency - significantly worse than modern buildings with energy label C or better. The

specific energy consumption is 239.24 kWh/m² per year, which is high compared to modern office buildings, where typical values are below 150 kWh/m² per year.

Enova estimates that the building can reduce energy consumption by 35-40 per cent through the implementation of four main measures. This could reduce energy consumption by between 218,158 and 249,258 kWh per year, potentially saving us between NOK 220,000 and 250,000 annually.

Identified measures for energy savings

1. Optimisation of operating hours (ventilation, lighting and heating)
Ventilation is currently in operation 12 hours per day. By reducing the operating time to 10 hours, we can save approximately 16 per cent of the energy used for ventilation, which corresponds to a saving of 15,970 kWh per year. Similarly, we can reduce energy consumption for lighting by 10,000 kWh per year by optimising operating hours.
2. Switching to LED lighting
Switching to LED lighting can reduce energy consumption for lighting by up to 50 per cent. This will result in annual savings of approximately 31,250 kWh.
3. Improved heat recovery in the ventilation system by upgrading to a rotary heat recovery unit with 80 per cent efficiency, we can reduce energy consumption for heating by 35 per cent, corresponding to annual savings of 129,738 kWh.
4. Implementation of an energy monitoring system (EOS)
By establishing an EOS, we can detect and eliminate unnecessary energy use, which can result in savings of 5-10 per cent of total energy consumption. This corresponds to between 31,200 and 62,300 kWh per year.

Recommended measures from Enova

The Enova report recommends the following measures to further reduce energy consumption:

Optimisation of operating hours: Reduce heating and ventilation outside working hours and use time sensors to switch off lighting and equipment after working hours.

Transition to energy-efficient lighting: Replace existing lights with LEDs and install motion sensors in less used areas such as meeting rooms.

Co-operation with landlord: Request better heat recovery in the ventilation system and propose the installation of an SD system for better control.

implementation of EOS: Use real-time data to identify energy waste and improve energy efficiency.

Awareness raising among employees: Promote a culture of energy saving, such as switching off PCs and monitors after working hours.

Steps to reduce our energy consumption

1. Adjusting temperature settings: Reduce heating and cooling outside working hours.

2. Lighting: Optimise lighting by using LED lights and installing sensors.

3. Ventilation: Limit operating time to the necessary minimum and ensure regular maintenance.

4. IT equipment: Switch off equipment when not in use and activate energy saving mode.

5. Employee awareness: Conduct campaigns to reduce unnecessary energy consumption in the workplace.

6. Co-operation with landlord: Continue the dialogue with the landlord to promote energy savings and improve the building's energy efficiency.

Recycling of food waste

Mapping of source separation of food waste

Efforts are being made to put in place the possibility of sorting food waste at source.

We have not achieved our goal of sorting food waste. There is an ongoing dialogue with the property owner to establish a solution.

Charging of electric cars

A dialogue has been initiated with the owner of property about the possibility of installing chargers for electric cars.

Improving the data basis from property owner

House of Control AS aims to create a template that will be used as a basis between the landlord and House of Control AS to receive the data the company needs to be able to provide figures on consumption in premises. House of Control AS aims to develop a standardized template that will be used as a basis between the property owner and House of Control AS to receive the data the company needs to provide figures for electricity, water and waste consumption.

Eco-lighthouse- recertification – Høvik office

House of Control's certification runs until 24 March 2025.

We are well underway with our work to recertify House of Control AS at Høvik.

The work is extensive, as recertification requires a comprehensive review of our corporate governance.

Lillehammer Office

Business Analyze was discontinued as a separate legal entity in 2024 and is now part of House of Control AS.

Overview of the status of waste sorting at the Business Analyze office at Lillehammer.

Focus will be on energy consumption in office premises, employee working conditions, local suppliers and employee business travel.

Trondheim Office

Overview of the status of waste sorting at the Trondheim office and implement a routine for collecting data for ESG reporting.

Focus will be on energy consumption in office premises, employee working conditions, local suppliers and employee business travel.

Denmark Office

Overview of the status of waste sorting at the HOC Denmark office and implement a routine for collecting data for ESG reporting.

Focus will be on energy consumption in office premises, employee working conditions, local suppliers and employee business travel.

Sweden Office

Overview of the status of waste sorting at the HOC Sweden and implement a routine for collecting data for ESG reporting.

Focus will be on energy consumption in office premises, employee working conditions, local suppliers and employee business travel.

Has introduced routines for sorting cardboard, paper, newspapers, plastic, glass and food waste.

The current office is large and not very energy efficient in relation to the number of employees. We have signed a new tenancy agreement in smaller facilities that are ready for occupancy in mid-March 2025.

Status per 31 December 2024

The House of Control has made significant progress in becoming a more sustainable organisation. Our commitment to health, safety, and environmental protection remains at the forefront of our operations. We have implemented numerous measures to reduce our environmental footprint while fostering a positive workplace environment for our employees.

Reducing the number of business trips is the focus for the coming year, as we see that we have slightly increased travel activity of business trips by air and car.

Our travel policy now encourages employees to participate in virtual meetings whenever possible. To ensure full transparency in our travel activities, we have gathered data on all travel modes, including air, train, and other public transport, during the reporting period.

Supplier Engagement and Cloud Services

We have conducted a thorough assessment of the sustainability practices of our key suppliers, setting clear expectations for their commitment to sustainability. Furthermore, we are proud to confirm that our cloud services are powered by a supplier that guarantees 100% renewable energy by 2040.

House of Control is recognised as an Eco-Lighthouse company, a certification that highlights our ongoing commitment to sustainability. In alignment with this, we have taken concrete steps to reduce plastic waste

in our cafeteria by eliminating plastic disposable items such as cutlery, condiments, and food packaging. Additionally, we are in dialogue with our property owner to introduce source separation for food waste. We have also implemented source separation schemes for plastic, paper, and other waste streams, including coffee capsules.

We place significant emphasis on health, safety, and environmental measures across our operations. A safety round was conducted, and a Labour and Environment Committee was formed, with members receiving training on their roles and expectations. Regular pulse surveys will be carried out to assess the well-being of our employees, and annual performance reviews are implemented for all staff, ensuring continuous feedback and improvement.

Employee engagement remains a top priority, with regular performance reviews and ongoing pulse measurements to assess the psychosocial working environment.

Our Høvik office, which uses electricity exclusively, has identified significant potential for energy savings. Key initiatives to improve energy efficiency, such as optimising operating hours, switching to LED lighting, and enhancing heat recovery, are already underway. We are also exploring the installation of an energy monitoring system (EOS) for further optimisation.

We have also introduced sustainability-focused initiatives, such as reducing unnecessary energy consumption and raising awareness through internal campaigns.

We are committed to reducing waste across our offices. The Høvik office is working with the property owner to implement a solution for food waste source separation. Additionally, recycling initiatives for plastic, paper, and other materials are being expanded across all locations, including the introduction of systems for coffee capsule recycling.

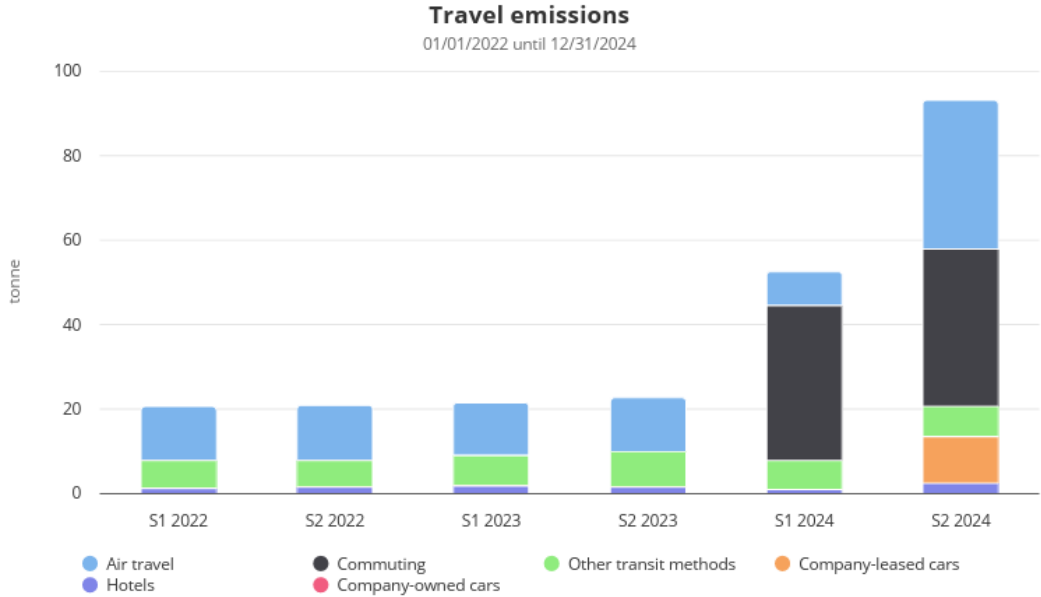
Long-term Sustainability Goals

As part of our long-term strategy, House of Control is actively pursuing initiatives to reduce energy consumption by 10% over the next three years. These include optimising temperature settings, upgrading lighting systems to energy-efficient LED solutions, and increasing employee awareness on energy-saving practices.

In summary, House of Control continues to make meaningful strides towards becoming a more sustainable organisation. From reducing our travel footprint and engaging suppliers on sustainability to enhancing energy efficiency and waste management, we are committed to fostering a healthier environment both for our employees and the planet.

Here are some examples of data we have collected as of 31 December 2024

Business travels in House of Control 2024

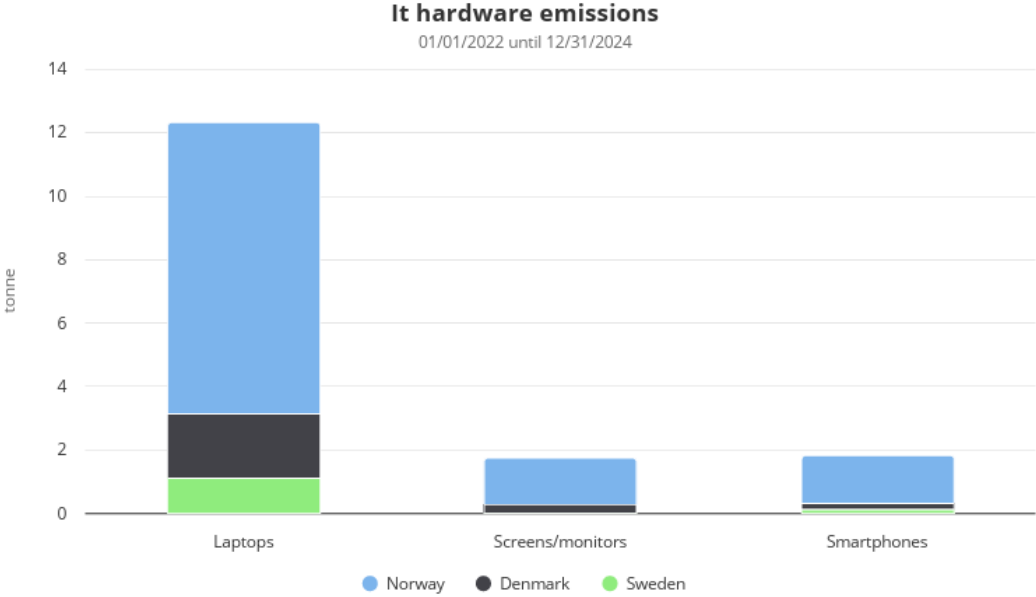


Travel emissions (tonne)	S1 2022	S2 2022	S1 2023	S2 2023	S1 2024	S2 2024
Air travel	12.9	13.1	12.7	12.6	8.0	35.4
Commuting	0.0	0.0	0.0	0.0	36.8	37.2
Other transit methods	6.4	6.5	7.1	8.5	6.9	7.2
Company-leased cars	0.0	0.0	0.0	0.0	0.0	11.1
Hotels	1.2	1.2	1.6	1.4	0.7	2.1
Company-owned cars	0.0	0.0	0.0	0.0	0.0	0.0
Total	20.4	20.7	21.3	22.4	52.4	93.1

IT operations and equipment

House of Control has outsourced the services for internal IT operations. This includes the supplier's "Life Cycle" programme, which securely deletes data from used devices before assessing whether a device should be destroyed or reused. This programme is important for House of Control's

disposal of equipment, so that this is carried out in a safe and environmentally friendly manner.

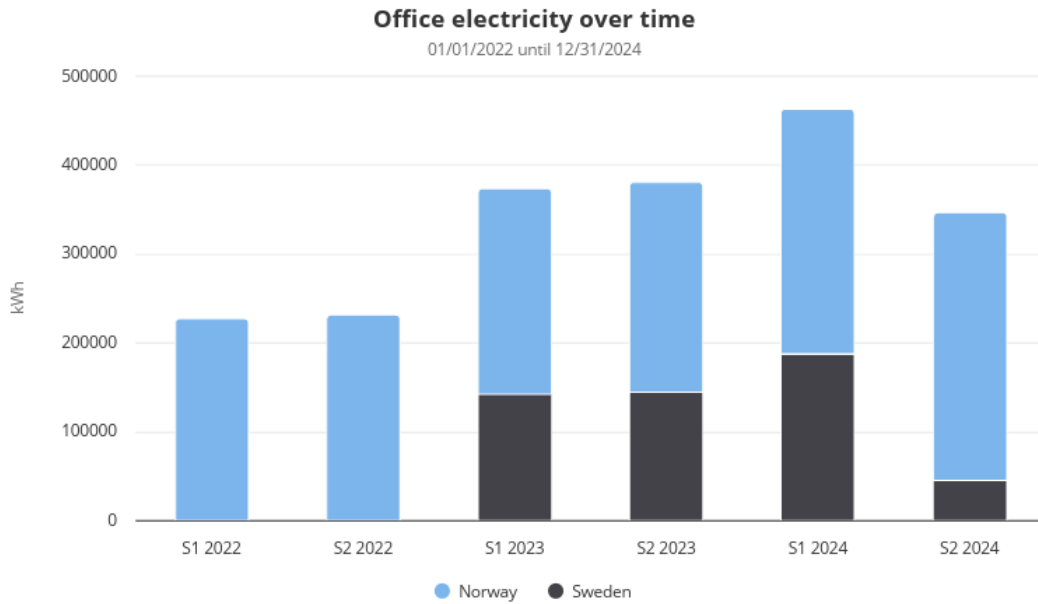


It hardware emissions (tonne)	Laptops	Screens/monitors	Smartphones
Norway	9.20	1.49	1.51
Denmark	2.03	0.25	0.20
Sweden	1.09	0.00	0.10
Total	12.32	1.74	1.80

Electricity consumption

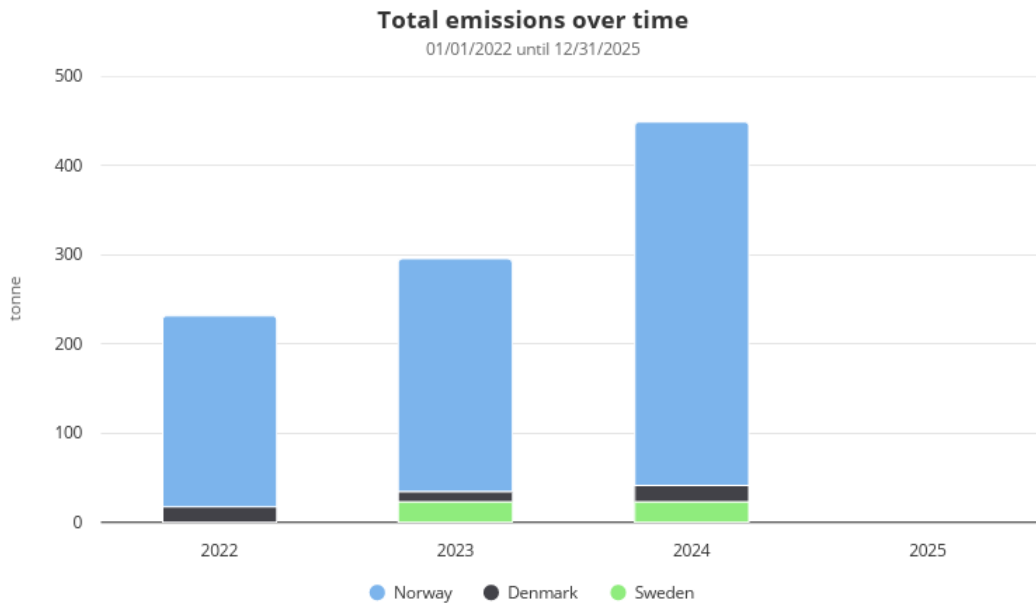
In our CSRD report, House of Control Denmark is excluded as it has fewer than 10 employees and is therefore not required to report on office space and electricity consumption.

2.1.3. Electricity consumption per entity



Office electricity over time (kWh)	S1 2022	S2 2022	S1 2023	S2 2023	S1 2024	S2 2024
Norway	227,048	230,812	231,370	235,205	275,250	301,779
Sweden			142,023	144,377	186,910	44,775
Total	227,048	230,812	373,393	379,581	462,160	346,554

Total emission over time



Total emissions over time (tonne)	2022	2023	2024	2025
Norway	215.1	261.8	408.2	
Denmark	15.8	12.1	18.3	
Sweden		21.4	21.8	
Total	230.9	295.2	448.3	

Carbon Offset 2025

For several years, the House of Control has purchased climate quotas to compensate for our emissions. New this year, we have included House of Control Denmark and House of Control Sweden in the purchase of climate quotas.

Control AS has purchased carbon credits for emissions of 80 tonnes of CO₂. The purchase of climate quotas is based on figures for emissions in 2024.

Please note that the purchase of climate quotas does not compensate for our total Co₂ emissions for 2024.

We buy our certified climate quotas from Cemasy.



A brief description of the project we are supporting:

Project WADI is a solar water disinfection project using WADI devices to 30,185. families in Jhabua, Khandwa and Barwani districts of Madhya Pradesh, India.

The project is being implemented in partnership with Caritas India, a global non-profit active in the region working on water, health and livelihood areas with the local communities.

Upcoming actions

ESG

The next ESG reporting to Visma will be in September 2025.

Total overview of the above targets for our additional departments

Business travels in House of Control 2024

Efforts to continue to reduce the number of business trips continue, as this is a part of our business that has a major impact on the external environment (scope 3) and there is an ongoing effort to reduce the number of business trips. All employees are encouraged to consider the necessity of travelling, and to choose an environmentally friendly alternative, if possible, yet we see that we have increased our travel activity from 2023. However, it must be taken into account that there is also an increase in the number of employees during this period.

Actions to decrease our business travel must be established.

Long-term Strategy location Høvik

Energy management is not a one-time effort but an ongoing process. The company is committed to adopting more sustainable energy practices over time, investing in further technological solutions like an EOS system, and continuously educating employees on the importance of energy conservation.

Energy use in the production of Complete Control

We are in the initial phase of mapping and gaining an overview of the total energy consumption in the production of complete control. This mapping

consists of several stages and several production stages. We are currently working to comply with the rules for universal design (wcag). Green coding and design is also an ongoing endeavour for a long time to come.

Measures for more sustainable energy use

Energy management is a long-term commitment for us at the House of Control. We have set a target to reduce energy consumption by 10 per cent over the next three years through the following measures:

- Adjusting temperature settings and reducing heating outside working hours.
- Optimising lighting by switching to energy-efficient LED light sources and installing sensors.
- Raising awareness among employees through internal campaigns to reduce unnecessary energy consumption.
- Increased use of energy saving mode on IT equipment.

We are also considering implementing an energy monitoring system (EOS) for better control and reporting, in collaboration with the landlord, as well as following up the larger energy saving potentials that have been identified.

Monitoring and Reporting location Høvik

- Periodic Review
Regular reviews and assessments of energy savings against the projected targets. Ensure tracking of energy data to identify new opportunities for improvement.
- Feedback Loop:
Collect feedback from employees regarding energy-saving practices and adjust strategies accordingly.

Division of responsibilities

The CEO has overall responsibility for energy management, while the HR department has been given responsibility for following up the internal measures. Our operations manager is the point of contact for dialogue with the property owner on energy data and technical solutions.

For a detailed overview of the distribution of responsibilities, see the overview of Schedule for implementation.

Schedule for implementation

Main topic	Subcategories	Responsible department/position title	Schedule for implementation	Note
Eco-lighthouse-recertification		Sustainability manager		
CSRD reporting		Sustainability manager	24.01.2025 and 31.08.2025	
Business travels		All leaders	31.12.2025	
Measurement Energy consumption during production of Complete Control	Reusable components			
	Page loads			
	Optimisation of visual elements			
Process & Method - Complete Control			01.01.2027	
Target for green coding – Complete Control			01.01.2027	
Unutilised data and code – Complete Control		Operation&Security Team	01.01.2027	
Operations and infrastructure			01.01.2027	
	Closable processes and threads		01.01.2027	
	Use of energy-efficient tools and methods for testing		01.01.2027	
	Development platform - server farm + AWS		01.01.2027	
Energy consumption – Høvik office		CEO- main responsible All employees	continuously	

Conclusion

House of Control aims to provide a service that is sustainable in the delivery of our product. This includes all our departments and companies.

We are striving to become an organisation with a linear operation, to become a company with a circular one where sustainability is implemented and is a natural part of all the company's procurements in the future.

As a member of the Visma family, we have undertaken a continuous process to work towards our predefined goals: To become an organisation that contributes through our actions to creating a more sustainable community, both locally and nationwide. This process is time-consuming and demands dedicated people who are committed to fulfilling the responsibilities of the organisation to both employees and our customers. The leadership team have clearly established this commitment and assure that it will be prioritised.

Our strategy includes a focus on recruitment, career development and salary, regardless of gender or other personal characteristics that are not relevant to a person's ability to perform their job excellently.

Høvik, January 2025