

OMTRA SRL
SOCIETÀ BENEFIT

Impact Report

2021

WRITTEN BY

OMTRA SRL SOCIETÀ BENEFIT

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OMTRA SRL
SOCIETÀ BENEFIT



Introduction



Since its founding in 1956, the mission of OMTRA SRL Società Benefit has been to provide innovative services and consultancy to the Italian and international business communities in the fields of data and archive management and security, based on transparency offered to the client and on mutual trust.

For over 65 years, OMTRA has had social and community issues at heart and is passionately committed to a sustainable future. Our business model and the focus of our company have evolved over the years, always keeping the health of the surrounding community and the well-being of workers at the center of our mission.

Vision

Our philosophy is to educate and learn together, to make the customer independent from the supplier and to share our *know-how* of corporate information management and security.

Values

OMTRA's core values are work, family and ethics summarized in the trusting relationship we have created with the international business community in Italy, which we are proud to have served for over 65 years.

Objectives

The goal of OMTRA and all its staff is to continue expanding our business by combining security with the management of physical and digital information, educating and innovating in this sector with a vision for a Circular Economy.

Education

OMTRA seeks to bridge the cultural gap between Italy, Europe and the USA, analyzing and implementing policies and procedures with international standards and software, with particular attention to corporate social responsibility and the surrounding environment.

Our Services

Our services can be divided into four main areas. These include:

- Certified Destruction, Re-use & Recycle
- Physical Storage
- Digital Transformation
- ESG Consulting and Measurement

ESG: Environmental, Social & Governance



People



OMTRA is made of People

We work together to create a multi-cultural and ethical environment in which people feel respected, accepted and included. Employees and collaborators are authentic, professional and fair with each other and with customers.

We value ideas from different perspectives to provide a beneficial business culture to customers and stakeholders. Our business has grown over the years with a trust relationship.

Attention to the Surrounding Community

We believe that companies play a fundamental role in the process of creating social value for the communities in which they operate.

OMTRA has always combined profit with the environment and the social context surrounding it, committing itself to collective well-being and making this a hallmark of its business.

We have been focusing on corporate social responsibility for decades and our actions in this field are proven (Avvenire, 2004).

Also in the choice of suppliers, we prefer to choose companies that have values similar to ours, such as "Cascina Biblioteca" in Milan (with 160 employees who help 310 people with difficulties daily).



Membership in the business community

OMTRA is registered in the National Register of Environmental Managers for the treatment of waste and in the National Register of Transporters. We are also active members of many international Chambers of Commerce in Milan (American, English, Spanish, Swiss, Swedish); national and international associations such as Assolombarda, AIDAF, i-SIGMA, ARMA International, Asso DPO, and Assobenefit; partners with the Orders of Lawyers and Engineers and with the Milan Chamber of Commerce; and registered in the "White List".



Planet

Green Report

OMTRA's Green Report indicates the positive impact that our activities have on the planet in terms of ecosystem conservation. Prepared by our **Circular Economy Manager**, the Green Report measures environmental impacts and transforms them into easily understandable indicators (e.g. savings in the number of trees, kWh of energy, the quantity of water in m³, CO₂ emissions, etc.).

The Green Report is supplied together with the certificate of destruction upon customer request. It can be useful to enrich the client's **Impact Report** and **Sustainability Report**, which are required in Italy by Legislative Decree 254/2016 (in transposition of the European Directive 2014/95), along with the non-financial information report including sustainability data.



Sustainability Consultancy

OMTRA SRL Società Benefit supports customers in calculating ESG data by measuring non-financial performance to define strategic and action plans

Consultancy and measurements

to assess the current state of the company's relations with the environment and with stakeholders

Innovative, sustainable and ESG

compliance services, products and solutions, aimed at improving the competitive advantage of the company

Quantitative and qualitative

analysis of the results obtained, calculated on specific reporting indicators

For the planet, OMTRA has saved:



+ 7.750
Trees



+ 1.050 m³
Space



+ 650 m³
Petroleum



+ 12.050 m³
of water



+ 1.850
MWh
Electricity



+ 2.000 tons
of CO₂
emissions



Services and Products

CERTIFIED DESTRUCTION with Re-use & Re-cycle:

- Hard Disk and IT Material
 - Paper documents
 - Photos
- Fabrics and uniforms

PHYSICAL ARCHIVING:

- Paper documents
- Sensitive and confidential documents
- Photographs & videos
- Hard disk & back up

Options of:

- Humidity- and temperature-controlled storage
 - Self Service Storage
 - City Logistics
- Tape Vaulting for Disaster Recovery

DIGITAL TRANSFORMATION:

- Massive / on-demand scanning
- Document management software
 - Virtual post office
- Services for smart working
- Creation of Policies and Procedures

CONSULTANCY AND ESG MEASUREMENT:

- Environmental sustainability reporting and Social (Green Report Omtra)
 - Calculation of ESG data and non-financial performance
- Consulting and measurements: compliance procedures GDPR & ISO
- Services, products and solutions
 - Quantitative analysis and qualitative results

Sustainable Box & Dox

OMTRA has created 100% ecological and sustainable binders and boxes (patented in the EUIPO register), with an innovative design that features interlocking technology in order to avoid the use of metal and plastic, to reduce the environmental impact.

We have already supplied more than 150,000 OMTRA boxes to our customers!



 <p>100% SUSTAINABLE</p>	 <p>90% SAVING</p>	 <p>PLASTIC FREE</p>	 <p>NEUTRAL BOX</p>
 <p>~ 200KG RESISTANCE</p>	 <p>MAX 15KG (D.LGS.81/2008)</p>	 <p>INTERLOCKING TECHNOLOGY</p>	 <p>+30 YEARS DURABILITY</p>

Sustainable Development Goals

For a positive social and environmental impact

The Sustainable Development Goals (SDGs) are a collection of 17 interconnected global goals designed to be a "blueprint for achieving a better and more sustainable future for all" (United Nations, 2017).

They were decided in 2015 by the United Nations General Assembly (UN-GA) and are set to be achieved by 2030, through "actionable" indicators to measure progress towards each goal.



Source: Sustainable Recycling Industries, sustainable-recycling.org

Our activities have a direct impact on 11 of the 17 SDGs.

These include:

- 1: No poverty
- 3: Good health and well-being
- 6: Clean water and sanitation
- 8: Decent work and economic growth
- 9: Industry, innovation and infrastructure
- 11: Sustainable cities and communities
- 12: Responsible consumption and production
- 13: Climate action
- 14: Life below water
- 15: Life on land
- 17: Partnerships to achieve the objectives

Benefit Company and Statutes

The most profound and emblematic recent change for OMTRA was its conversion into a Benefit Company in November 2021. To implement this transformation, we have changed our corporate bylaws and our official name.

Our Statute

"Objective; As a Benefit Company, the company intends to pursue one or more **purposes of common benefit** and operate in a **responsible, sustainable and transparent** manner towards **people, communities, territories and the environment**, cultural and social assets and activities, entities and associations and other stakeholders ...

A) We are committed to **respecting the planet** by adopting more sustainable alternative products and processes for all products and processes; and constantly innovating according to the principles of recycling, reuse and circular economy... choosing energy from renewable sources, avoiding the use of plastic materials, extending the average life of products, both through the reuse and recovery of components and by reducing emissions caused by the transport of goods.

B) We believe in the **value of people** and we want to contribute to the happiness and serenity of all those who are part of OMTRA, whether as employees, partners or in other roles. We create lasting, trust-based relationships and foster an ethical and positive work environment where people feel respected, accepted and included...

C) We are committed to assuming a **positive role for the community** in which we operate by collaborating with customers and suppliers selected on the basis of an alignment of purposes, with the aim of creating a circular chain of responsible companies that provide a positive environmental and human impact beyond the economic one.... "



B Corp Certification

In addition to our conversion to a Benefit Company at the end of the 2021 calendar year, OMTRA began its application for Benefit Corporation certification from the US-based B Lab Global organization.

Pending the next stages of the assessment, we are optimistic about our chances of obtaining the certification with an initial overall score of 93/200, well above the minimum of 80 points.

Make Business a Force For Good

B Lab is the nonprofit network transforming the global economy to benefit all people, communities, and the planet.

We won't stop until all business is a force for good.

[About B Lab](#)

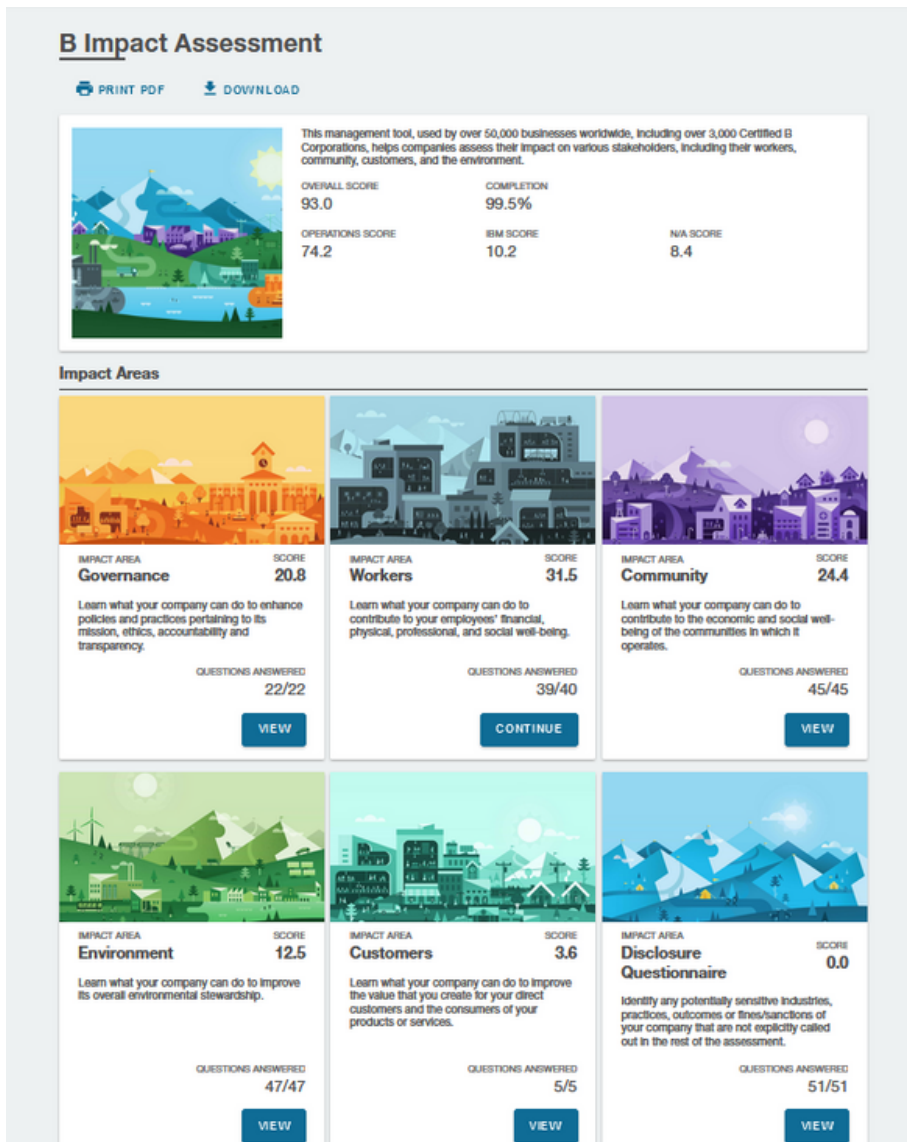
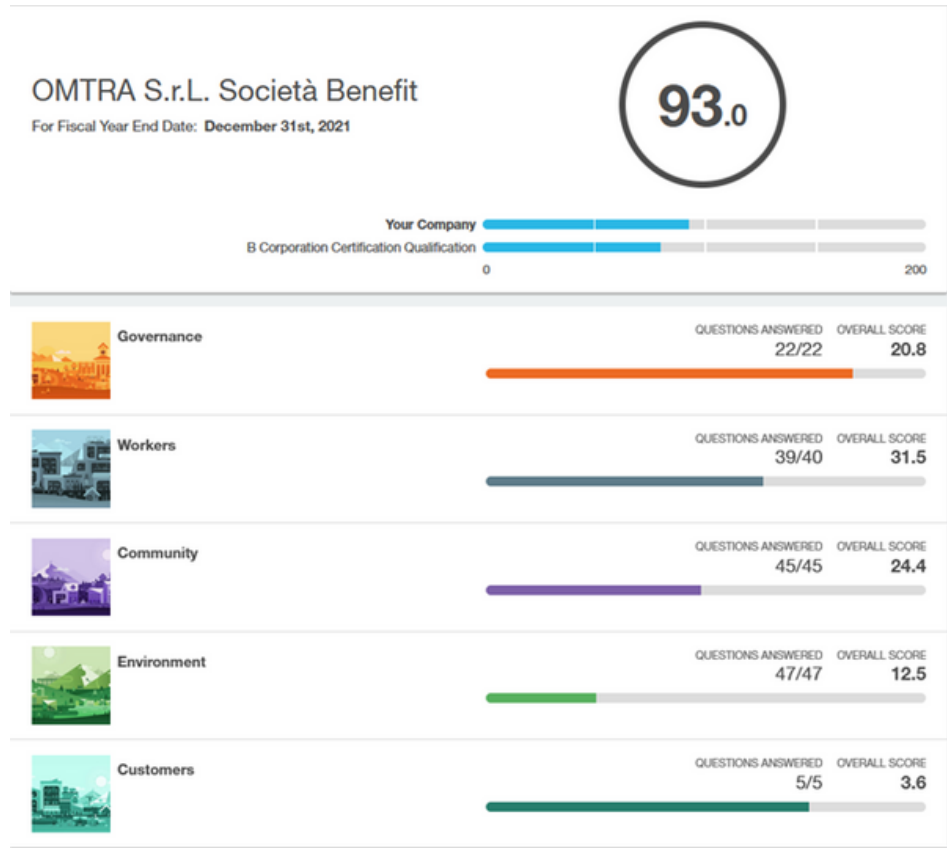
- 1 Unifying goal
- 431,485 Workers
- 5,224 Companies
- 156 Industries
- 83 Countries

Together with the change of status to a Benefit Company, the application for B Corp certification has focused our attention on the social and environmental impact of our activities. This has meant a profound change in our internal practices, processes, planning, monitoring and assessment.

The B Corp application process requires the completion of the B Impact Assessment (BIA), which includes a series of questionnaires and surveys with "comprehensive, credible and comparable impact standards to support change in economic systems" that over 150,000 companies and organizations have used according to B Lab. The BIA is divided into five categories: governance, workers, community, environment and customers.

Companies can then use the BIA to compare their performance with that of thousands of other companies. The BIA is also useful for learning about, identifying and tracking best practices and improvements over time.

After its compilation, the company enters the evaluation process, which helps it to understand how to improve its business model and daily practices so that they are consistent with the value of the creation of benefit required by the certification.



As a result of the application process for B Corp certification, OMTRA has made environmental and social awareness a key part of its strategy and goals. We have already improved and intend to continue improving our practices and processes.

Our transformation has also helped us to identify, in partnership with NATIVA SRL Benefit Corporation, three dimensions for the future: Planet, People and Community. The following sections explain their importance and how we are improving them through a number of key indicators.

Respect the Planet

For the planet, OMTRA has already made several commitments, and plans to continue making them in the coming years. We are transforming our processes following the principles of reducing, reusing and recycling, for a truly circular economy. We believe that sustainability must be a central guiding principle not only for us, but also for our suppliers, customers and our community. This is why we have begun to accompany our stakeholders by providing concrete solutions from raising awareness to offering sustainable consulting services. This commitment began internally with sustainable services and products that "by design" generate the lowest possible environmental impact, choosing energy from renewable sources (currently with the mission of installing solar panels), avoiding the use of plastics and placing emphasis on the reuse and recovery of components that can be given new life.

Actions planned 2021	KPI	Target (2021)	Result at end of 2021
Eliminate the use of plastic	Sustainability through the design of all packaging and storage using plastic-free boxes	100%	100%
Reduce paper waste	Recycle all the paper destroyed by OMTRA	100%	100%
Recover the metals	Recovery and recycling of metals from shredded hard drives and other sources	5 tons	4.1 tons
Reduce emissions	Recycled paper that reduces the tons of CO2-eq emissions generated	300 tons	91%
Reduce emissions	Elimination of natural gas consumption in OMTRA	100%	100%

Actions planned 2022	KPI	Objective
Separating and saving raw materials	Reuse and recycle all electronic waste (e.g. computer, monitor, laptop, etc.)	20 tons
Metal recycling	Recovery and recycling of metals from shredded hard drives and other sources	20 tons
Reduce emissions	Recycled paper that reduces the tons of CO2-eq emissions generated	25 tons
Use renewable energy sources	Planning for the installation of solar panels	Study and evaluation of photovoltaic opportunities on OMTRA buildings

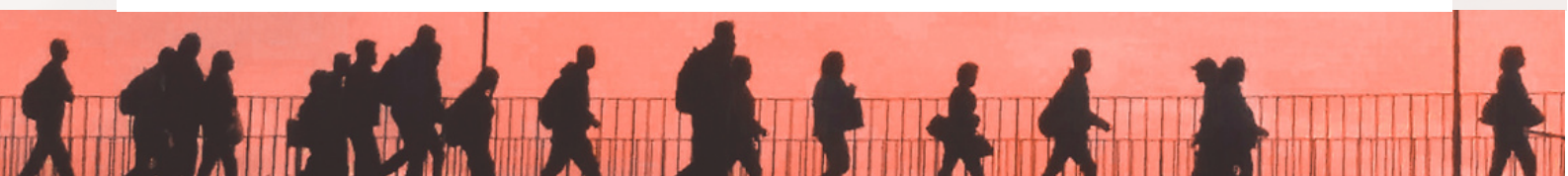


The Value of People

We believe in the intrinsic value of all our stakeholders, whether they are partners, employees, collaborators, customers or members of the community. Our priority is to contribute to everyone's happiness, safety and peace of mind. From our foundation, we have created lasting relationships from generation to generation based on trust. We prefer a transparent, ethical and positive work environment in which our people feel respected, accepted and included; where everyone can grow and express their skills, perspectives, ideas and opinions. We pay particular attention to the integration and support of under-represented or marginalized categories of people. We are advocates of gender equality and diversity: our administrative office has equal representation of male / female employees and several employees from different countries and origins.

Actions planned 2021	KPI	Target (2021)	Result at the end of 2021
Education and training	Role definition, internal training and online training courses (days equivalent)	30 days	25 days
Diversity	Hiring of people from different nationalities and backgrounds	30% of workforce	25%
Gender equality	Percentage of women in the administrative office of OMTRA	50%	50%
Employee well-being	Give daily meal vouchers to every employee	100%	100%
Satisfaction of employees	To measure employee happiness by an anonymous survey	Very high	High

Actions planned 2022	KPI	Objective
Education and training	Role definition, internal training and online training courses (days equivalent)	Increase the opportunities for online and face-to-face training
Diversity	Ensure diversity and respect in OMTRA's workforce	Organize an event with a multi-cultural theme and / or offer diversity training
Employee well-being	Recreational / cultural events for employees and / or team building	Organize at least 3 events a year for team building
Satisfaction of employees	Survey on employee satisfaction	Add more questions to check the satisfaction of employees



A Positive Role for the Community

We play a concrete role in the community by choosing suppliers and welcoming customers on the basis of a common vision and objective: to create a circular economy and a chain of responsible companies with positive environmental and human impact. We support social and cultural projects by collaborating with international associations in the sector, local non-profit organizations, the academic world, public administration bodies and other stakeholders; by constantly sharing our knowledge and experiences to contribute to the public debate on key issues and promote the advancement of the sector. We also offer training and apprenticeships to young graduates in order to improve employment prospects for the new generations.

Actions planned 2021	KPI	Target (2021)	Result at the end of 2021
Community relations	Recruitment and / or collaboration with associations that employ people with disabilities	2 employees	1 employee
Community relations	Collaborate with companies, associations and NGOs with social and / or environmental awareness	5 organizations	4 organizations
Training	Participation in events such as conventions, conferences and other industry events	10 events	10 events
Volunteering	Pro-bono hours dedicated to public administration bodies, NGOs and other organizations	150 hours	150 hours

Planned actions (2022)	KPI	Objective
Community relations	Recruitment and / or collaboration with associations that employ people with disabilities	3 employees
Community relations	Collaborate with companies, associations and NGOs with social and / or environmental awareness	10 organizations
Training	Participation in events such as conventions, conferences and other industry events	15 events
Volunteering	Pro-bono hours dedicated to public administration bodies, NGOs and other organizations	200 hours



Conclusion and next steps

As we enter a relatively uncertain post-pandemic era, OMTRA remains steadfast in its belief that a solid commitment to the environment, people and the community in which we operate will be the keys to the success and survival of all businesses, including ours, in the long term.

Our commitment goes beyond the superficial "greenwashing" of many of our competitors and can be integrated into nearly every action we have taken and will continue to take, for the benefit of all stakeholders, people and the planet. Rather than seeing our transformation as daunting, we are excited to embark on this new adventure. In fact, it is not quite "new", as it is a logical continuation of our previous ethical commitments.

As reported in the B Corp Certification section and in light of the evaluation of the Benefit Impact Assessment, our company has earned a provisional score of 93/200. The key goal is to keep this score as high as possible after the review that will take place in 2022.

With a view to paying attention to the surrounding community and thanks to our commitment to social inclusion, we are planning collaborative projects with some local organizations composed mainly of people with disabilities.

With hopes of working together for the benefit of the planet, people and the community, would you like to join us?

#OmtraTeams #WorkingTogetherWorks

