



ART Computer - Sustainable Development Strategy

A guide for those who wish to contribute to the development of relevant sustainability criteria.

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ART Computer Sustainable Development Strategy

Our strategy is built around two pillars of sustainable development: environmental and social.

Through this strategy, ART Computer SA aims to place these two aspects at the heart of its strategic actions.

Aware of our role in the environmental and social transition, we aim to improve our impact on the environment and society through these measures by enhancing and working on the results of our performance indicators.

To monitor, evaluate, and reduce the negative impacts of our activities, a project manager has been appointed to integrate and oversee environmental and social concerns within our organization.

To fully dedicate herself to this role, our sustainability officer is allocated half a day per week, equivalent to two days per month.



Environmental **measures**

**Optimization of the energy
efficiency of the premises.**

Our main environmental objectives
revolve around the following issues.



Reduction of greenhouse gas emissions

Objective: reduce our direct and indirect CO2 emissions.

Our first measure is to reduce our transportation emissions by limiting the number of trips and optimizing delivery routes.

Additionally, our vehicle fleet is renewed every 4 years to use a fleet of cars that is progressively less polluting.

We also have video conferencing equipment to avoid travel between our 8 sites.

Finally, ART Computer SA promotes sustainable mobility by providing secure parking spaces for bicycles and electric scooters to its employees.

Our 2025 goal is to accurately calculate our annual carbon footprint. This will allow us to take the necessary actions and effectively adjust our greenhouse gas emissions.



Energy efficiency

Objective: optimize energy consumption and reduce our carbon footprint.

ART Computer SA took the initiative to move into premises with a more eco-friendly environmental quality and designed and constructed the plans for its new offices.

The building at Bois des Frères 81, in Lignon, has undergone major renovations and investments in recent years to promote sustainable development.

According to the APA validated by the DCTI and the Office of Energy, among others, the restructuring of the building and the creation of the space for ART Computer SA were carried out with the following benefits:



Compliance with applicable energy standards and regulations (Art. 12B to 12M of Art. 13 REn), including SIA 380/1, 180, 382/1, 380/4 standards.



Thermal insulation, according to SIA 380/1 standards, improved by 20% for opaque elements.



Equipping the building with solar thermal panels to cover more than 30% of the hot water needs. Connection to district heating.



Concept of monthly measurement and monitoring of electricity and heating consumption.



The building envelope's insulation was reinforced by renovating all the roofs with insulation that meets the U-value criteria required for obtaining cantonal subsidies and the Buildings program.

All these measures help
reduce our heating and cooling needs.

To reduce our carbon footprint, our 2025 goal is to begin monitoring our energy efficiency indicator (kWh per unit of production). This will allow us to more accurately identify emission factors and improve our practices.



Management of natural resources

Objective: promote the responsible use of raw materials and natural resources, particularly by reducing water consumption and using recycled materials.

To reduce water and electricity consumption, the following installations and measures have been implemented.



Installation of a dual-flow sanitary system.



Installation of motion sensors for the entire office lighting system to limit lighting to only the necessary areas.



Use of long-lasting, low-energy light bulbs.



All computers are completely turned off outside of working hours.

Thanks to these measures, the IDC of our building is only 341. Furthermore, to reduce our paper consumption



Double-sided printing is mandatory when printing is absolutely necessary.



The number of printers in the company is limited to reduce printing.



Electronic invoicing is used to limit printing and the sending of invoices.



Only the printing of documents that are absolutely necessary in paper format is allowed.

To further advance our approach, we aim to quantify our recycling rate for 2025. This indicator will allow us to identify weaknesses in our operations and take preventive measures as quickly as possible.



Biodiversity preservation

Objective: promote our buyback and recycling service for non-reusable materials.

ART Computer SA conducts selective waste sorting.



Used batteries are sorted and sent for recycling.



ART Computer is a SWICO collection center for used batteries.



ART Computer SA collects, sorts, and recycles electrical and electronic devices.



ART Computer SA is a SWICO collection center for used computers.



ART Computer SA collects and sorts wood, cardboard, and plastic packaging for recycling.

ART Computer SA prioritizes eco-responsible suppliers: our suppliers are committed to the environment. For example, we only purchase paper certified with the European Ecolabel, which ensures the protection of tropical forests, and we prefer suppliers that deliver "eco-friendly" packages. We also collaborate with industry leaders such as Cisco, Jamf, and Microsoft to provide sustainable IT solutions.

Moreover, ART Computer SA undertakes major upcycling projects. We use a very special form of recycling, which has gained popularity in recent years under the term "upcycling." Upcycling and recycling are not the same. Recycling is sustainable, but not as much as upcycling. Recycling is a process of treating waste and reintroducing the materials into a production cycle. On the other hand, upcycling is a purely material-based approach to products that are made available for reuse.

3 reasons why we undertake "Upcycling: Buy Back" projects.

- 1.** Upcycling conserves resources.
- 2.** Upcycling reduces energy consumption (by shifting from new production to recycling existing products). This reduces air and water pollution.
- 3.** Reuse reduces our need for new products while simultaneously controlling overconsumption and the electricity caused by it.

ART Computer has implemented a "Trade-In" system that rewards our customers for recycling their old devices by offering a discount on their new device. Through this service, ART Computer SA collects over 1,500 devices each year.



To quantify the impact of these projects, the results will be analysed starting in 2025, and the service will be systematically offered to all of our customers.



Social Measures & Code of Conduct and Ethics

Social objectives



Improvement of working conditions

Objective: ensure a safe and inclusive work environment for all ART Computer employees.



ART Computer SA covers the vast majority of the employer's contribution to social security charges for all its employees.



ART Computer SA provides its employees with coverage that guarantees salary compensation in case of both illness and accident. The accident compensation insurance policy is signed with the AXA-Winterthur group, and the illness compensation insurance policy is signed with the Visana group. ART Computer SA fully covers the costs of these benefits.



ART Computer SA offers its female employees maternity leave, in accordance with the Swiss labor law model.



ART Computer SA has established a rest policy in accordance with the standards of Swiss labor law. Our employees are entitled to one day off per week in addition to Sundays.



ART Computer SA offers its employees 10 days of continuous training per year.



ART Computer SA provides the option for employees to work remotely. We have also developed a remote work guide.



ART Computer SA offers its employees the possibility to work part-time. 7 employees out of 65 benefit from this measure, representing 10%.



ART Computer SA encourages its employees to engage in sports activities by offering flexible working hours to allow participation in training sessions or competitions (sponsoring the Color Run in Lausanne, swimming lessons at the Lignon pool, Spartan Race, Tour du Lac Léman by bike, etc.). Additionally, ART Computer SA provides its employees with preferential subscription rates at the Lignon pool, as a company located in the municipality of Vernier.



To further enhance this initiative and measure employee satisfaction, an annual survey will be distributed to all ART Computer employees. This measure will help assess employee engagement and well-being. Furthermore, the number of training hours offered to employees will be quantified.



Equality

Objective: promote diversity and inclusion.



For ART Computer SA, the concept of gender equality is a fundamental principle.

ART Computer SA's objectives regarding gender equality are to ensure equal opportunities and treatment between genders, and to combat any form of gender-based discrimination.

We are pleased to announce that five out of the eight directors of the company are women.

To further advance our commitment to equality, we aim to closely monitor our diversity and inclusion indicator, which will take into account several criteria such as age, gender, and disability. This will allow us to identify, starting in 2025, areas where the company needs to improve its representation, diversity, and equity.



Integration

Objective: promote the integration of young people into the workforce and the hiring of long-term unemployed individuals.



ART Computer SA has always had apprentices within the company and has employed 14 apprentices since 2020. The vast majority of them are hired by ART after completing their apprenticeship.

ART Computer SA actively collaborates with the Cantonal Employment Offices of various Swiss cantons and promotes the

hiring of long-term unemployed individuals or those who require a company willing to train an employee to enable them to benefit from professional reorientation.

Our challenge for 2025 is to continue actively participating in the integration of young people and long-term unemployed individuals into the workforce. To achieve this, we will continue our active collaborations with the Cantonal Employment Offices and vocational training schools.



Code of Conduct and Ethics

Objective: ensure a safe and inclusive work environment for all ART Computer employees.

At ART Computer, an Apple Premium Reseller, we are committed to creating a respectful, fair, and safe work environment for all our employees.

Our code of conduct and ethics reflects our core values and sets the standards of behavior we expect from every member of our team. In this framework, we have developed a specific directive to combat sexual harassment, discrimination, and workplace bullying, ensuring the well-being and professional growth of each individual.

Directive against sexual harassment, discrimination, and workplace bullying.

1. Scope of application

This directive is issued by ART Computer SA (hereinafter referred to as the "Employer") under its unilateral authority to issue directives in accordance with the terms of an employment contract and applies to all employees of the Employer (hereinafter referred to as "Employees," with the term Employee used in a non-gender-specific manner). The directive applies to harassment, discrimination, and bullying (mobbing) by both internal and external individuals (e.g., clients, suppliers, etc.).

1.1 Statement of Principle

The employer does not tolerate sexual harassment, discrimination, or bullying in the workplace and declares that strict measures will be taken against such behaviors.

All employees have the right to the protection of their personal integrity in the workplace, in accordance with the provisions of the Swiss Code of Obligations and the Gender Equality Act. Affected individuals will receive support from the employer. Sanctions will be imposed on employees who violate this regulation, which may include dismissal without notice.

2. Definitions

2.1 Definition of Sexual Harassment

Sexual harassment in the workplace is defined as any unwanted behavior of a sexual nature or any other sex-based behavior that undermines the dignity of an individual or a group of individuals.

This includes unwanted advances and any degrading attempts, in any form, such as gestures, statements, representations, and actions that are perceived as offensive, inappropriate, and unwanted by the person or group of people to whom they are directed. The employee's subjective perception of the situation and the individual being harassed is crucial. This means that the person who is being harassed defines what they perceive as harassment.

2.2 Definition of Discrimination

Discrimination is understood as the unjustified discrimination of employees based on personal characteristics such as gender, ethnicity, race, political position, religion, appearance, age, etc. In the workplace, this particularly applies to discrimination in salary, promotion, or continuing education.

2.3 Definition of Mobbing

By discrimination, we mean the unjustified discrimination of employees based on personal characteristics such as gender, ethnicity, race, political position, religion, appearance, age, etc. In the workplace, this particularly applies to discrimination in salary, promotion, or continuing education.

3. Rights and Obligations of Employees

Employees have the right to equal treatment and protection against discrimination, particularly sexual harassment and bullying.

Employees have the duty to behave in a manner that respects individual boundaries in interpersonal contacts and the personal integrity of each person.

Employees who are harassed should—if possible—make it clear to the person harassing them that they feel harassed, and that the behavior in question is undesirable and must stop immediately.

Employees who witness harassment towards others should inform the harassers that this behavior is unacceptable and must cease, and report the behavior accordingly.

4. Right to Complain

Employees concerned can seek advice and support through an informal procedure.

The first point of contact for a complaint is the HR manager. If the HR manager does not handle the complaint appropriately, the employee may, in exceptional cases, contact an external mediator, in accordance with the appendix of this directive.

5. Regular Training

All employees of the employer are required to undergo regular training on sexual harassment, discrimination, and bullying in the workplace.

6. Sanctions

Depending on the severity of the incident, sanctions range from a written reprimand to immediate dismissal. Additionally, harassment may have criminal consequences.

Anyone who accuses an innocent person against their best judgment will face the same sanctions.

7. Information and Enforcement of Sanctions

The employer is responsible for enforcing the sanctions outlined. They are also committed to verifying whether the harassment has indeed ceased following the decision.

8. Other

8.1 Applicable law

These instructions are governed by Swiss law (without the application of private international law).

8.2 Entry into Force and Amendments

This directive comes into force on January 1, 2022.

The employer may unilaterally modify and/or supplement the directive at any time with at least one month's notice.

8.3 Language Versions

In the event of contradictions between the German and French versions of this directive, the French version shall prevail.





Community Engagement

Objective: To support local communities through social development projects.

Through our educational projects, we have been able to provide equipment, vocational training, and ongoing support to non-profit organizations around the world.

We have thus collaborated with the following associations:



MANOAMIGA
JUNTOS TRANSFORMANDO VIDAS

Mano Amiga
in Mexico



HINDUJA

The Hinduja
Foundation
in India



malaika

Malaika in the
Democratic
Republic of Congo

Noëlla Coursaris Musunka, founder of Malaika, thanks us for our collaboration



[Watch the video](#)



We were also honored to receive the Social Impact Trailblazer award from Apple in 2022.

This award recognizes the work we have done with the Malaika association in the Democratic Republic of Congo.

[Watch the reel](#)

We also regularly participate in charitable events, such as the one organized by the Ladies' Lunch committee in Lausanne in honor of the VIA association, which fights against school bullying.

[Go to the post](#)



For 2025, we aim to continue our active community engagement and involvement in associations.





Responsibilities of the Sustainability Manager

To implement its sustainability strategy, ART Computer has appointed a project manager responsible for integrating environmental, social, and economic issues within our organization.

By managing projects aimed at making our organization more environmentally sustainable while respecting existing social standards, the head of the ecological and social division plays a strategic role.

Her responsibilities and resources are focused on several key areas, aiming to make the company more environmentally responsible while balancing environmental sustainability and social responsibility across all organizational activities.

The project manager is allocated half a day per week, or 2 days per month, to fully dedicate herself to her role.





Functions

3.1.1 Development and implementation of the company's environmental and social strategy

Definition of the internal policy to reduce the ecological footprint (waste reduction, energy savings, reduction of travel, etc.) and improve the well-being of ART Computer employees (working conditions, social inclusion, training, etc.).

3.1.2 Management of environmental and social projects

- Implementation and management of social projects and initiatives.
- Management of circular economy projects and waste reduction initiatives.

3.1.2 Evaluation of environmental and social impacts

- Measurement and analysis of environmental and social performance indicators (CO2 emissions, water consumption, workplace safety, employee satisfaction).

- Completion of the company's carbon footprint and social audits.
- Evaluation of the ecological footprint of operations.
- Proposing continuous improvement plans to reduce the negative impact on the environment and enhance social aspects.

3.1.4 Compliance with standards and regulations

Ensure that the company complies with environmental regulations as well as social standards (such as labor regulations).

3.1.5 Raising awareness and training of employees

Develop training programs to raise employees' awareness of environmental issues (waste reduction, responsible use of resources) and social issues (equality, diversity, inclusion).

3.1.6 Collaboration with internal and external stakeholders

- Collaboration with various internal departments (HR, procurement, marketing, etc.) to integrate environmental and social dimensions into processes.
- Work with suppliers, clients, and partners to promote sustainable practices.



Resources available to the Sustainability Manager

3.1.7 Integrated Management Systems

Internal collaborative platforms to involve employees in the implementation of the environmental and social strategy.

3.2.1 Standards and frameworks

ISO standards, such as:

- ISO 14001 for environmental management,
- ISO 26000 for social responsibility,
- SA8000 for social standards.

United Nations Sustainable Development Goals.

3.2.2 Continuing education

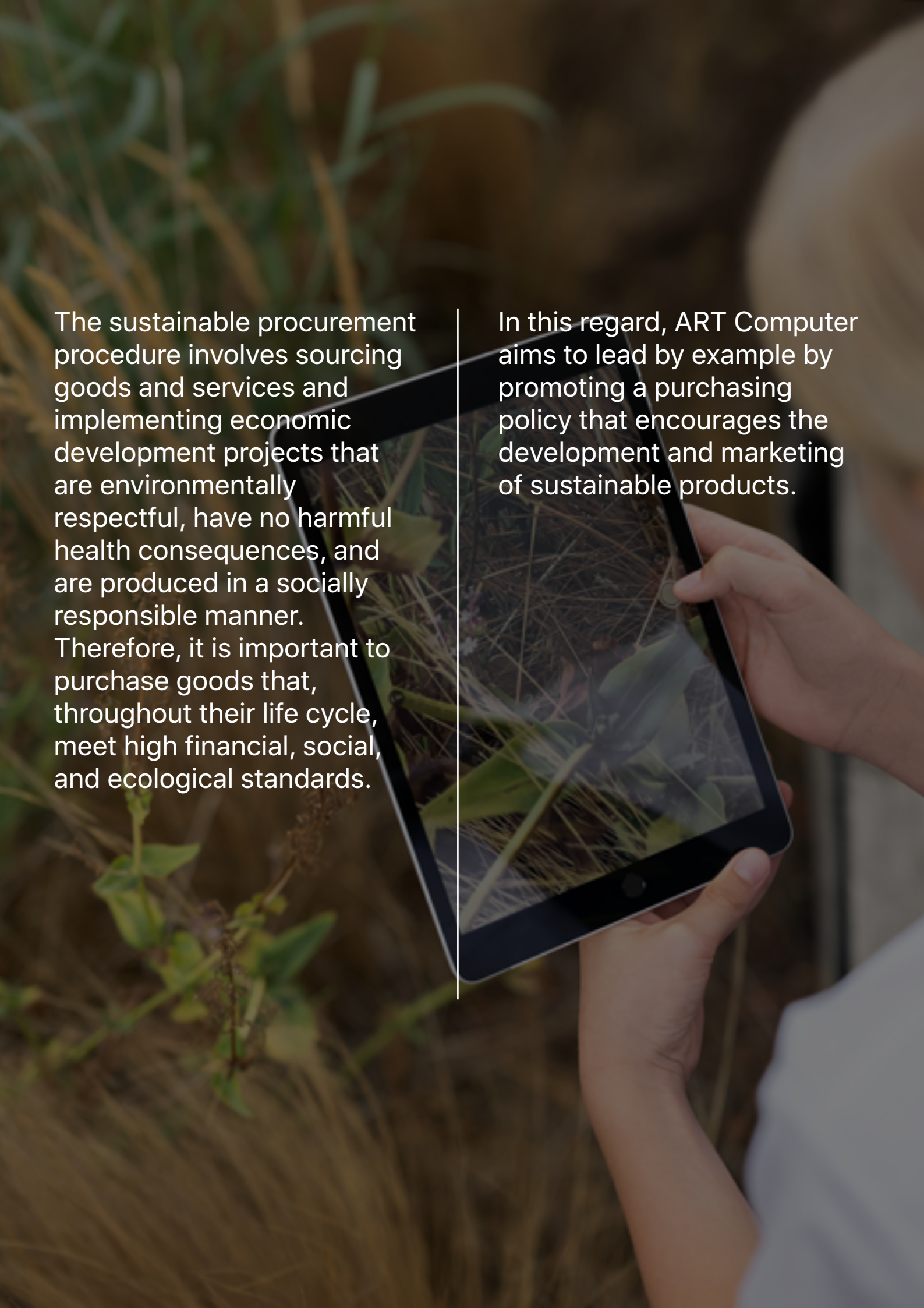
- Specific training in environmental risk management, social management, and new sustainability trends (circular economy, energy transition, social inclusion).
- Participation in seminars, conferences, and forums dedicated to sustainability.

3.2.3 Integrated Management Systems

Internal collaborative platforms to engage employees in the implementation of the environmental and social strategy.



Guide for Sustainable Procurement

A person is holding a tablet computer, which displays a close-up image of a plant with green leaves and brown, fibrous roots. The background of the entire image is a blurred natural setting with similar plants. On the left side of the image, there is a vertical white line separating two columns of text.

The sustainable procurement procedure involves sourcing goods and services and implementing economic development projects that are environmentally respectful, have no harmful health consequences, and are produced in a socially responsible manner. Therefore, it is important to purchase goods that, throughout their life cycle, meet high financial, social, and ecological standards.

In this regard, ART Computer aims to lead by example by promoting a purchasing policy that encourages the development and marketing of sustainable products.



Myths about Sustainable Choices

In the field of sustainable procurement, several myths persist and can influence the decisions of educational institutions. It is important to debunk them.

Myth 1

"Sustainable products are always more expensive."

Reality

Although some sustainable products may have a higher initial cost, they are often more cost-effective in the long run due to their extended lifespan and energy efficiency.

Myth 2

"Sustainable IT equipment is less efficient."

Reality

Sustainable technologies are often at the forefront of innovation, offering performance equal to or better than conventional alternatives.

Myth 3

"Sustainable procurement is too complicated to implement."

Reality

With proper planning and reliable partners, sustainable procurement can be gradually and easily integrated into existing practices.

As an official supplier of Apple products and IT solutions, we are committed to helping you navigate these myths and make informed choices for truly sustainable procurement.



What impacts the climate and the environment the most?

In the context of IT procurement for educational institutions, several factors have a significant impact on the climate and the environment.



Energy consumption

Electronic devices and data centers consume a significant amount of energy throughout their lifecycle.



The production and disposal of electronic waste

The manufacturing and inadequate recycling of electronic devices can release toxic substances into the environment.




The extraction of raw materials

The extraction of materials needed for the manufacturing of electronic devices can have significant environmental impacts.



Greenhouse gas emissions

Linked to the production, transportation, and use of IT equipment.



As a supplier of Apple products, we are able to offer solutions that meet these criteria, with devices designed to minimize their environmental impact throughout their lifecycle.



What are the sustainability criteria to consider?

When procuring IT equipment, educational institutions should consider the following sustainability criteria.



Energy efficiency

Look for devices certified with Energy Star or equivalent.



Durability and reparability

Choose products designed to last and be easily repaired or upgraded.



Recycled and recyclable materials

Prefer products that use recycled materials and are easily recyclable at the end of their life.



Environmental certifications

Look for labels such as EPEAT Gold or TCO Certified.



Responsible packaging

Choose products with minimal and recyclable packaging.



Manufacturer commitment

Evaluate the manufacturer's environmental and social policies.

As a supplier of Apple products, we are able to offer solutions that meet these criteria, with devices designed to minimize their environmental impact throughout their lifecycle.



Choose a sustainable management and procurement model

"Lifecycle management is not a service or a solution. It is a deliberate strategy from procurement to disposal."

Lifecycle management

85-90% of a PC's environmental footprint occurs during the production process.

The production of a PC generates about 1.2 tons of waste. Large amounts of raw materials (e.g., minerals) are required, and some of these minerals are in danger of being depleted.

It is therefore crucial for all of us to have proper planning and a strategy for our purchases.

A good lifecycle management strategy contributes to significant and positive impacts in the following areas:

- Sustainability
- Cost savings
- User experience
- Security

Some elements with the greatest impact are



Reuse

The machine is transferred to a new user who requires less computing power for their tasks.



Recycling

Safe disposal where raw materials are extracted and used in the production of new products.



Multi-use

The machine is used both at work and at home, halving its environmental impact.



Choose products designed to last



Is sustainability important?

It is important to look beyond the price tag and estimate the total cost over the product's lifespan. Choosing products with a longer lifespan reduces the cost per year. Shorter lifespans lead to more electronic waste and increase the need to produce new equipment. Equipment with a longer lifespan reduces the overall carbon footprint and contributes to a more sustainable world.

Is it important for the product to be repairable?

More and more manufacturers are now offering products that can be more easily repaired, thereby extending their lifespan and reducing the need for frequent purchases. Ideally, choose devices that do not require repairs—products with a low failure rate over several years.

Additionally, select protective items (such as screen protectors, cases, and covers) to safeguard the product in case of accidents. A product with a low initial purchase price is not necessarily financially or environmentally sustainable in the long run. Choose products with a long lifespan and low maintenance needs. This will help you save money and reduce your overall environmental impact.



Create a plan

Determine which users need which equipment to best support their work tasks.

Develop a plan for the different types of users within the organization. Based on assessments from the users themselves and information gathered about the unit they are currently using, insights are obtained to plan for future needs.

The combination of user needs and their environment results in device requirements that will vary depending on user groups. For example, a student needs a robust unit that can withstand the demands of daily life with children and young people.



Again and again...

When a device no longer serves its purpose for the user, it is important that it be recycled — and this should happen at the same time a new device is delivered. A device that stays 'on the shelf' quickly loses a large portion of its residual value.

So make sure that the supply plan also includes a plan to recycle equipment that will no longer be used in your organization. It should be reintegrated into the lifecycle and used by new users, either internally within the organization or sold to new users.

The supplier must have a clear plan to ensure this for you as a customer.



How do you ask a supplier to support your organization's sustainability efforts?

To ensure that your supplier supports your sustainability efforts, here are a few steps to follow:



Clearly communicate your sustainability goals during tenders or negotiations.



Request regular reports on the environmental performance of the products and services provided.



Include sustainability clauses in your contracts, specifying requirements for energy efficiency, recycling, and waste reduction.



Request detailed information about the supplier's sustainable practices, including their certifications and environmental commitments.



Encourage sustainability innovation by rewarding suppliers who offer more environmentally friendly solutions.



Collaborate with your supplier to develop take-back and recycling programs for end-of-life equipment.

As a committed partner, we are ready to work closely with your institution to achieve your sustainability goals by providing Apple products and IT solutions that align with your environmental values.

Do you ask your supplier to help you with 'everything else'?

Do you include 'everything else' in your requirements when making a request? When the purchase price of certain products represents only 10–20% of the total cost, isn't it fair to ask how the supplier plans to contribute to the remaining 80–90%?



The total cost does not lie in the acquisition itself, but in the rest of the lifecycle.

Examples of what is included in 'everything else'—and where it is important to challenge your suppliers—include costs related to:

- Preparation/integration
- Logistics
- Delivery services
- Equipment overview/visibility
- Disposal process

The logo for ART EDUCATION. The word 'art' is in a lowercase, rounded font with a rainbow gradient from yellow to red. The word 'EDUCATION' is in a white, uppercase, sans-serif font.

art EDUCATION

Need additional support?

Get in touch with us

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ART Computer
Stratégie
développement
durable.