SAP Global Environmental Policy
Commitment to Improving SAP’s Environmental Performance

Sustainability is an integral part of our vision and purpose to help the world run better and improve people’s lives. We strive to be a role model of a sustainable company and enable our customers to create positive social, environmental, and economic impact. Improving the environmental performance of our operations while creating social and economic value is crucial to our long-term success as a company.

SAP’s Global Environmental and Energy Objectives

1. Reduce our carbon emissions and energy consumption to achieve carbon neutrality in our operations by 2025
2. Phase out single-use plastics by 2020, continually reduce waste and improve waste segregation
3. Reduce water consumption
4. Develop solutions and services that enable our customers to create positive environmental impact
5. Raise employee awareness for environmental challenges and enable our workforce to contribute to improving SAP’s environmental performance

SAP’s management and its entities are responsible for enabling employees to contribute to SAP’s environmental objectives, implement this policy and commit to improving the environmental performance of SAP and our customers. Management shall set local environmental targets based on the global objectives and focus areas listed in this policy. Management will ensure appropriate actions to achieve the targets and to meet all relevant compliance obligations.

All SAP employees shall integrate sustainable practices in their daily work and work-related activities to support SAP’s environmental objectives.

This policy is communicated to employees via SAP’s corporate intranet and other internal communication channels. It is available to all other interested parties through our corporate website.

Luka Mucic
Chief Financial Officer
Member of the Executive Board of SAP

Daniel Schmid
Chief Sustainability Officer of SAP
SAP Global Environmental Policy

Guiding Principles

To achieve our objectives and improve our overall environmental performance¹, SAP's local and global efforts are based on the following guiding principles:

1. Transparency and Continuous Improvement

We commit to continuously improving our environmental performance and related management systems through regular and targeted investments. We assess, monitor, manage, and report on the environmental impact of our operations, products and services throughout their life cycle. We provide the necessary resources and information to efficiently manage our environmental impact and achieve our environmental objectives.

2. Protection of the Environment

We commit to reducing negative environmental impacts and preventing pollution. We reduce resource consumption, emissions, and waste (including e-waste) in relation to the extent of our business growth and total number of employees.

3. Compliance

We comply with applicable legal requirements, approved codes of conducts and other relevant requirements related to its environmental impact and energy use, consumption and efficiency.

4. Employee Engagement

We raise awareness, encourage participation, and offer learning opportunities in environmental protection.

5. Supply Chain Collaboration

We expect our suppliers, contractors, and partners to contribute to our environmental objectives and collaborate with us to improve the environmental performance of SAP and purchased products and services.

6. Public Awareness

We commit to collaborating with external parties, including governments, civil society and non-governmental organizations (NGOs), to foster a healthy environment. We participate in discussions on environmental topics and raise public awareness for climate change.

¹ SAP’s environmental performance also includes our energy performance.
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Focus Areas

SAP has defined focus areas that have the highest impact and influence on our environmental performance. We address these focus areas by running Environmental and Energy Management Systems (ISO 14001 and ISO 50001) as well as implementing policies and internal regulations that complement this policy.

1. Business Travel

SAP commits to reducing business travel, especially business flights caused by SAP employees. Where travel cannot be avoided, the most environmentally-friendly means of transportation should be chosen whenever possible. The Global Environmental Policy is complemented by SAP's global and local travel policies.

2. Corporate Cars and Commuting

SAP commits to reducing the environmental footprint of our car fleet and employee commuting by fostering electric vehicles, carpooling, flexible work locations, public transportation, bicycles, and other eco-friendly means of transportation. By 2020, SAP aims to increase the share of electric vehicles in its car fleet to 20%. In 2025, at least every third company car shall be an eco-friendly vehicle such as an electric or fuel cell car.

3. Facilities

To reduce the environmental impact and improve the energy efficiency of SAP's offices and data centers, SAP commits to:
- Incorporating sustainable design strategies in new building projects (e.g. minimum standards include LEED silver requirements)
- Reducing the amount of CO₂ emissions resulting from energy use (e.g. reduce energy consumption, increase energy efficiency)
- Using water as efficiently as possible (e.g. reduce water consumption, decrease share of freshwater)
- Minimizing waste, including e-waste, following our approach 'avoid, reduce, reuse, recycle'
- Utilizing 100% renewable electricity for all our facilities and data centers, including the electricity consumption for our external data centers (co-locations)

Global and local guidance on sustainability in SAP facilities is provided by Global Real Estate & Facilities.

4. Information Technology

SAP commits to reducing the environmental impact of IT hardware used in our operations along its entire lifecycle (production/purchasing, usage, re-usage, disposal). To reduce the environmental impact of business travel and commuting we continue to invest in virtual collaboration and communication technologies. SAP also commits to designing solutions that help customers to reduce negative impacts on the environment.

5. Procurement

SAP commits to supporting the procurement of environmentally friendly and energy-efficient products and services that impact our environmental performance.

To eliminate single-use plastics, SAP commits to:
- Establishing processes and actions in all relevant areas within Global Procurement
- Collaborating with key suppliers introducing alternatives to single-use plastics, such as packaging, merchandise and event materials, and where applicable, dishes and bottles

Environmental sustainability is an integral part of SAP's Global Procurement Policy. Our suppliers are obliged to accept the SAP Supplier Code of Conduct, which includes binding environmental provisions.

6. Customer Solutions

We are committed to developing innovative solutions to help our customers embed sustainability into their business strategies and improve their environmental performance. For example, our solutions aim to help customers increase transparency on their environmental performance, improve energy efficiency, address risks throughout their supply chains, and contribute to a healthy and safe environment.
Definitions

Carbon Neutrality
SAP aims to achieve a net-zero carbon footprint of our operations by 2025. This includes all greenhouse gas emission categories within scope 1 and 2 as well as selected categories of scope 3, such as business flights, employee commuting, paper consumption, and co-locations of data centers. To reduce CO₂ emissions, SAP continues to drive efficiency programs and invest in innovative technologies. We also implemented an internal pricing concept to help achieve carbon neutrality.

Scope 1, 2 and 3 Greenhouse Gas Emissions
Scope 1 emissions are direct emissions from sources that are owned or controlled by the organization. Scope 2 emissions are indirect emissions from the consumption of purchased electricity, steam, or other sources of energy generated upstream from the organization. Scope 3 emissions are indirect emissions that are a consequence of operations of an organization but are not directly owned or controlled by the organization. For more information, please visit our SAP Integrated Report.

Sustainability
SAP defines sustainability as the creation of social, environmental, and economic value for long-term business success and responsible global development.

Environment
In this policy, the term environment includes the natural environment or the natural world in which SAP operates. This includes air, water, land, natural resources, flora, fauna, humans, their interrelations, and all conditions that influence the flourishing of organisms and ecosystems.

E-Waste
E-waste is any discarded electric device used in our offices and data centers.

Additional Resources and Related SAP Policies

1. External
SAP Integrated Report
https://www.sap.com/integrated-reports

SAP Corporate Website

SAP Supplier Code of Conduct

2. Internal
SAP Corporate Portal
Quick link: /go/sustainability

SAP Global Procurement Policy
Quick link: /go/procurement-policy