

SUSTAINABILITY POLICY SUMMARY



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Sustainability Policy - Summary

KnowBe4 takes environmental responsibility seriously, and embraces sustainability for the good of its customers, its staff, and the planet. KnowBe4 is committed to reaching net-zero carbon emissions by 2040, including Scope 1, 2 and 3 emissions. As a part of this commitment, the company is improving energy efficiency with new technologies and best practices, and pledging to increase its use of clean, renewable energy to at least 25% for all of its offices globally by 2025. Additionally, we are working towards zero waste in our operations, with an initial goal of an 80% diversion rate from landfill.

The policy includes the following:

- Computer devices are set by IT to go to sleep after a defined period of inactivity;
- Printers are set by IT to go into immediate power saving after printing;
- Put your computer into sleep mode at night;
- Purchase only Energy Star (or the equivalent) appliances;
- All purchases should be made in accordance with KnowBe4's Environmentally Preferred Purchasing (EPP) Policy;
- Use reusable mugs and dishes rather than disposable, when available;
- Recycle correctly (as laid out in the sustainability new-hire training course, sustainability videos, intranet posts, QR code flyers, and signs around the offices);
- In addition to our office recycling, please take advantage of our courtesy employee recycling programs, which include the collection of personal electronics, printer cartridges, reusable shopping bags, and plastic bags of all kinds;
- Do your best to reduce, reuse, and repurpose before recycling or throwing away something;
- Print double-sided unless single-sided is absolutely necessary (this should be rare);
- Use electronic forms in lieu of paper whenever possible.

Environmental responsibility is not just our company stance, it's our culture; it is who we are. While KnowBe4 has a lower than average carbon footprint due to the nature of our business, we recognize that our operations do have an impact on the environment, and know that we can lower our footprint even further. By doing our part, each of us can make a difference, because together, our efforts can have a big impact.

