Dataco Global Circular Economy and Waste Reduction Policy

Objective
Dataco Global is committed to integrating circular economy principles and waste reduction practices throughout our operations, supporting environmental, social, and commercial sustainability. This policy sets forth quantifiable rules, responsibilities, and targets to ensure effective implementation and continuous improvement.

Scope
This policy applies to all Dataco Global offices, data and information management services, and supply chain activities worldwide[2][4].

1. Circular Economy Integration

- All procurement contracts must prioritize vendors who supply reusable, recyclable, or remanufactured products, with at least **50% of all purchased office and IT equipment meeting these criteria by FY2026.**
- Dataco Global will develop and implement data lifecycle management systems that maximize data reuse and minimize redundancy, targeting **a 20% reduction in duplicate digital storage by FY2026.**
- Service offerings to clients must include recommendations for digital resource optimization and data process streamlining to minimize environmental impact.

2. Waste Reduction Targets

- Achieve a **minimum 60% reduction in general office waste by weight compared to FY2024 baseline levels by end of FY2026.**
- Divert **at least 75% of electronic waste from landfill annually** by engaging certified e-waste recycling partners for all obsolete IT hardware.
- Reduce single-use plastics in all global offices by **90% by piece count by FY2026,** substituting with reusable or compostable alternatives.

3. Data and Document Management

- Implement mandatory digital documentation for all internal and client communications by FY2025, reducing paper use by **at least 85% compared to FY2024.**
- Shred and recycle **100% of sensitive paper documents** in compliance with data privacy regulations and recycling protocols[5].

4. Employee Engagement and Accountability

- All employees must complete annual training in circular economy principles and waste management best practices, with **100% participation tracked each calendar year**.
- Each department head is responsible for quarterly reporting on waste reduction and circularity KPIs, including progress towards targets specified in this policy.

5. Supplier and Partner Requirements

- New contracts with vendors and partners must include specific clauses mandating compliance with Dataco Global's circularity and waste reduction criteria, verified through annual audits.
- Preferential consideration in procurement is to be given to suppliers who demonstrate quantifiable circular practices, such as returning packaging material for reuse or offering take-back programs for end-of-life equipment.

6. Monitoring, Auditing, and Continuous Improvement

- An annual sustainability audit will measure corporate waste generation, recycling rates, and progress towards stated goals, with results published in Dataco Global's sustainability report.
- Policy targets and processes will be reviewed every 12 months, with updates enacted to address new technologies, regulatory requirements, or operational insights.

> **Note:**
> This policy has been generated specially for the hackathon. It has no relation with Syngenta or any other company.