



Contributions towards the Sustainable Development Goals 2023

Reporting on our progress so far in relation to the attainment of the Sustainable Development Goals

The 17 Sustainable Development Goals

The Sustainable Development Goals (SDGs), also known as Global Goals, are a set of 17 integrated and interrelated goals to end poverty, protect the planet, and ensure that humanity enjoys peace and prosperity by 2030.

Sterling Lexicon welcomes the SDGs and will play our part in helping governments and societies to achieve them. We have considered all of the SDGs during the development of our ESG strategy and understand that the actions we take as part of our ESG activities help contribute to all 17 of the SDGs.

More information about the SDGs can be found [here](#).





Priority Sustainable Development Goals

Sterling Lexicon is committed to all 17 of the United Nations Sustainable Development Goals (SDGs), focusing on those of highest priority, where we can have the biggest impact through our business activities, while ensuring our chosen SDGs cover all four principle areas of the United Nations Global Compact Agreement, to which we have been a signatory since 2013.



Ensure healthy lives and promote well-being for all at all ages

Priority Goal 1

Sterling Lexicon fosters a culture and environment in which our workforce can thrive, while providing solutions for our clients that support happy and productive assignees and supporting local initiatives that benefit the health and well-being of the communities in which we live and work.

Our Progress

Policy

- A focus on our employee's health and wellbeing in the workplace, including policies covering Health & Safety, Workplace Violence and Bullying, and Discrimination and Harassment
- Mandatory induction and refresher training for all employees covering Health & Safety, Workplace Violence and Bullying, and Discrimination and Harassment

Actions

- Well-being Employee Champions to support and communicate business initiatives as advocates of this focus area
- Employee Assistance Scheme allowing employees to confidentially contact an independent adviser to discuss any personal challenges they are encountering including legal rights, finance, personal relationships, family care and health
- Employee Recognition Scheme hosting well-being activities for reward points
- Volunteering Policy giving employees opportunities to support community initiatives that benefit the health and well-being of the communities in which they live and work
- Solutions to support assignee health and well-being such as tailored services to individual needs, adapting services to meet local requirements and post assignment support



10 REDUCED
INEQUALITIES



To reduce inequality
within and among
countries

Priority Goal 2

Sterling Lexicon advocates for inclusion, diversity and social mobility within, and on behalf of, our community, and ensures Sterling Lexicon is a fair and inclusive place to work.

Our Progress

Policy

- Providing equal opportunities in recruitment, career development, promotion, training and rewards
- Having a focus on equality in the workplace, which includes a policy dedicated to Diversity and Inclusion as part of our Code of Conduct and Business Ethics
- Mandatory induction and refresher training sessions for all employees covering Diversity, Equity and Inclusion
- Development training courses available to all employees including Unconscious Bias - Recognize the impact of bias on behaviours, decisions, and performance

Actions

- Diversity, Equity and Inclusion Council in place with a purpose to "create a merit-based, diverse and inclusive culture in which employees can do their best work while being their authentic selves"
- Affirmative Action and Equal Opportunity Employer
- Sharing our industry insights and communicating trends to help our network ensure their policies are optimised for equity and inclusion - [See our Whitepaper on DEI for Global Mobility](#)



12 RESPONSIBLE
CONSUMPTION
AND PRODUCTION



Ensure sustainable
consumption and
production patterns

Priority Goal 3

Sterling Lexicon promotes sustainable practices, working with our employees, clients, and supply chain to reduce the consumption of resources and advocate corporate responsibility.

Our Progress

Policy

- All members of our supply chain are subject to compliance and governance due diligence assessment, including a review of Anti-Bribery and Corruption, Human Trafficking, Health & Safety and Environmental processes, through Jaggaer, a third party procurement platform
- Initial assessment and ongoing monitoring of supply chain risk across categories including sanctions lists, politically exposed people, adverse media and reputational screening, through Navex Risk Rate, a third party programme built around the requirements of the FCPA, UK Bribery Act, OFAC and related laws and regulations
- Mandatory requirement for all members of our supply chain to adhere to our Supplier Code of Conduct, confirming they will follow Sterling Lexicon's responsible business requirements, including Anti-Bribery and Corruption, Human Trafficking, Environmental and Health and Safety
- Mandatory requirement for all members of our supply chain to sign a Data Protection Agreement, confirming they will adhere to Sterling Lexicon's data protection and GDPR requirements

Actions

- Provision of a confidential Compliance Helpline allowing members of our supply chain to report a good faith concern regarding fraud, abuse, waste or other misconduct
- Wherever possible, Sterling Lexicon partners with suppliers who are committed to supporting our environmental initiatives with their own eco-friendly practices, helping us to deliver the most environmentally conscious service to our clients

13 CLIMATE ACTION



Take urgent action to combat climate change and its impacts

Priority Goal 4

Sterling Lexicon embeds environmentally friendly practices into our services and management systems to increase our impact on climate action.

Our Progress

Policy

- Environmental Policy detailing clear environmental practices and objectives
- Hybrid Working Policy reducing employee travel GHG emissions by 40%

Actions

- Maintenance of our ISO 14001 accreditation for 12 years
- Sterling Lexicon focuses on delivering our services as sustainably as possible, this includes a circular economy for household goods packing materials and increased use virtual services to reduce travel emissions
- Environmentally conscious approach to Marketing materials and events, including reusable giveaways, paperless business cards and electronic business cards
- Provision of a confidential Compliance Helpline allowing members of our supply chain to report a good faith concern regarding environmental activities
- Sterling Lexicon partners with suppliers who are committed to supporting our environmental initiatives with their own eco-friendly practices, helping us to deliver the most environmentally conscious service to our clients
- Sterling Lexicon has sourced the most energy efficient infrastructures for our office locations
- Employee Champions focused on Environment and Community to support and communicate business initiatives as advocates of this focus area



16 PEACE, JUSTICE
AND STRONG
INSTITUTIONS



Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels

Priority Goal 5

Sterling Lexicon follows guidelines from the most respected organisations to ensure we promote and adhere to the highest standards of professionalism, integrity and ethics.

Our Progress

Policy

- A focus on business ethics, including policies covering Human Trafficking, Anti-bribery and Corruption, and Global Trade Compliance as part of our Code of Conduct and Business Ethics
- Mandatory induction and refresher training sessions for all employees covering our Code of Conduct and Business Ethics, Human Trafficking, and Anti-bribery & Corruption

Actions

- Sterling Lexicon utilises Navex Global for our 24/7, confidential compliance telephone and web-based hotline. A reporting tool for employees, suppliers and clients to report a good faith concern regarding fraud, abuse, waste or other misconduct.
- Clear rules on anti-bribery and corruption including zero tolerance of bribes in any form
- Commitment to the strongest information security and GDPR processes, underpinned by our ISO 27001 accreditation and CyberVadis rating
- Provided support to Ukraine through donations to the International Committee of the Red Cross and Red Crescent (ICRC) and partnering with BiCortex Languages to deliver free Spanish lessons to Ukrainian refugees residing in Spain



Sterling Lexicon thank you for your continued support in our efforts to make a difference to the communities in which we live and work.

www.sterlinglexicon.com