

# Environmental, Social and Governance (ESG) Statement

Kofax's commitment to sustainability and today's environmental and societal challenges is an important responsibility. We must be constructive and solution-oriented to advance sustainable, long-term growth in the world in which we live. By engaging with stakeholders – including employees, clients and vendors – we can do our part to improve sustainability, better serve our community and simultaneously deliver outperformance for our company.

It begins with leading in those areas where we have the skills and ability to make an impact, be it on a local, national or global level.

Underpinning our efforts are Kofax's four core values:

## The Kofax Core Four Values

### Win Together



We are passionately committed to achieving our corporate mission and ensuring customer success by fostering a high-performance, purpose-driven culture.

- Fearlessly collaborate; share expertise and personal experience to get the best results.
- Value diversity of thought.
- Celebrate others' ideas and accomplishments across all teams and levels.
- Have fun while pursuing your purpose.

### Own the Outcome



We deliver value to our stakeholders.

- Take pride in your work.
- Actively listen to the needs of your customers, coworkers and partners.
- See every project through resolution using quantitative and qualitative data.
- Bring your A game.

### Think Bigger



We trust our team members to make decisions and we stand by them regardless of the outcome.

- Empower each other to challenge the status quo; offer feedback, improve continuously.
- Focus on solutions instead of problems.
- Imagine, share and realize newer, better, more innovative solutions for our customers.

### Act with Integrity



We conduct our business in a highly ethical manner and in compliance with applicable laws and our published policies.

- Act with the honesty and decency you expect in others.
- Encourage an open and honest work environment.
- Treat your colleagues like you treat your customers—with empathy, respect and patience.
- Be accountable.

## Environmental Responsibility

Kofax recognizes that the world faces environmental challenges and is committed to promoting a healthy environment. As an organization that engages in providing intelligent automation solutions that help our clients rely less on physical resources (namely paper) that impact our environment, we believe that our business can and should do things to promote a positive influence in matters that improve the world.

Within the context of our global operations, Kofax is committed to reducing its energy consumption, water usage, waste disposal and carbon footprint in a practical and cost-effective manner. We will do so by promoting environmental sustainability initiatives with employees as well as working in partnership with our landlords and personnel at our managed properties to achieve ongoing environmental and sustainable operational improvements.

Furthermore, when seeking new office space, Kofax is prioritizing properties which incorporate green building principles or standards. When restructuring existing office space, we are committed to implementing sustainable solutions in a practical and cost-effective manner.

## **Social Responsibility**

At Kofax, we pride ourselves in the long-standing culture of respect and empathy for our employees and the community at-large.

We employ a fair pay practice which ensures that Kofax's pay practice is competitive with the market for the same or similar jobs, qualifications and experience.

We believe that diversity and inclusion strategies are the catalyst for success and innovation in the workplace. We believe that differing opinions and lived experiences are valuable and serve to support our business overall.

Wellness, both physical and financial, is the cornerstone of our employee benefit programs. Our extensive benefit choices are designed to help employees meet their own specific needs. We believe programs, such as emergency backup elder/childcare, subsidized health club membership and flexible work arrangements, help employees balance work, life and family matters more effectively.

We encourage employee involvement of their time, talent and resources to worthy causes both close to home and around the globe. We will consider Kofax's core values (outlined above) in every project we choose to support and in the way we work together as an organization.

We also work to create partnerships with vendors that share a commitment to sustainability. Vendors engaged in providing products and services to Kofax are expected to act in a manner that is consistent with our Code of Ethics. During vendor evaluations, Kofax takes the appropriate steps to ensure ethical business practices, labor and human rights, vendor diversification and inclusion, environmental stewardship, management systems and governance are considered.

We intend to further improve our social impact across our organization and within the greater community.

## **Governance Responsibility**

Strong governance, ethical business practices and prudent risk management are critical ingredients to Kofax's achievement of its goal for long-term value creation for shareholders and driving sustainability.

Corporate governance guidelines assist the Board of Directors in the exercise of its responsibilities and to promote the effective functioning of the Board and its committees. The Board's goal is to assure the strength, integrity and vitality of the company for its customers, clients, employees and the communities in which it operates.

Kofax's Code of Ethics, which applies to all officers, employees and members of the Board, serves as the foundation for high standards of integrity and ethics, the deterrence of wrongdoing and the promotion of compliance with applicable regulations.

The Board and executive management are ultimately responsible for the review and oversight of risk at Kofax. They are supported by a risk management framework which includes committees, departments and systems which monitor, manage and report on threats to business objectives.

As we expand our ESG initiative, we will seek ways to further optimize our governance process.