



Our Sustainability Charter



Pomelo Sustainability

Email: sustainability@pomelo-paradigm.com

Monday to Friday, from 9.15 am to 6 pm



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1. About us

Word of the founders

We believe:

*That working **together** leads to a **successful** project.*

*That a **project** requires appropriate **support**.*

*That proper support requires **experts**.*

*That this expertise be developed using a **suitable** tool.*

*That a suitable tool is a **collaborative** tool.*

*That collaborating is the best way of working **together**.*

*Antoine Fournier, President
Jérémie Laudet, General Manager*



Legal framework

Pomelo-Paradigm is a SAS (simplified joint stock company) created in 2013 by Antoine Fournier and Jérémie Laudet, which comes under the collective agreement for the personnel of technical consultancies, engineering consultancies and consultancy firms.

Business

Pomelo-Paradigm designs and markets the Pomdoc DM solution (launched in 2017, with approximately 120 clients in 2025). We also offer packages to support our clients in preparing their regulatory reports (URD, annual and quarterly reports, sustainability reports, statutory accounts, meeting notices, etc.). Clients can also be supported by approved partners within our ecosystem (communication agencies, financial consolidation solutions, integrators, ESG data platforms, etc.).

Our main customers are listed companies in France and Europe, as well as banks and investment fund managers.

Based in Versailles, France and with a new branch in Nantes, the company had 53 employees as of December 31, 2025.

Our *Raison d'être*

Preparing financial and regulatory reports is perceived as a tedious and stressful task. It deals with subjects and issues of considerable importance to the issuing company.

We aim to offer technological and business solutions to put people at the core of the document creation process.

An organization built around our expertise

The organization of our company follows a flat management model and tends towards a collective intelligence approach. We try to have as few hierarchical levels as possible and to value the expertise and aspirations of each individual.

Pomelo-Paradigm is headed by the two founding partners, followed by all the managers, including the technical and sales directors.



Governance tools to guide us

In order to establish a coherent roadmap and identify the strengths and areas for improvement in our sustainability policies, we have been following the EcoVadis assessment methodology since 2023¹ and joined the UN Global Compact in November 2025².



After receiving a Bronze medal in 2023, we identified the themes on which to progress as a priority (in particular responsible purchasing), thus enabling us to receive a Silver medal in 2024 and a score of 69/100.



Pomelo-Paradigm has joined 24,000 organizations worldwide committed to promoting the principles of the United Nations Global Compact and implementing their Sustainable Development Goals.

Through this network and the dedicated training platform, we intend to deepen our commitments and learn about the issues that matter most to us.

¹ [Our EcoVadis recognition page](#)
² [Our UN Global Compact page](#)

2. Relations with our stakeholders

The collective intelligence approach that we apply internally is also reflected in our relations with all our external stakeholders (customers, suppliers, business partners, etc.).

It is in this spirit that we drafted, in 2024, a *Code of Business Conduct* which we send to our suppliers and partners.

We are well aware of the complexity and specificities involved in preparing regulatory reports, the stakes they represent for companies, and the importance of adapting to our customers' practices. We are therefore convinced that it is essential to take advantage of everyone's skills and to work collaboratively at all levels.

Respecting human rights

In accordance with applicable laws and regulations relating to the rights of individuals and workers, Pomelo-Paradigm commits to:

- Respect working hours and the right to disconnect,
- Respect wage laws,
- Provide a safe and healthy working environment,
- Do not tolerate any form of harassment or discrimination,
- Do not resort to modern slavery or child labour.

Business ethics

In order to establish sustainable and trust-based commitments with all our stakeholders, Pomelo-Paradigm naturally applies the principles of business ethics:

- Prohibition of corruption and bribery — as specified in our *Anti-Corruption Policy*,
- Background checks for our own staff and anti-corruption training,
- Protection of assets, confidential information, and privacy,
- Prohibition of conflicts of interest and unfair business practices,
- Respect for clients and all stakeholders, even in the event of disagreement or dispute.

Pomelo-Paradigm asks its external stakeholders to also commit to this approach, particularly by signing its Code of Business Conduct. Partners who have signed the Code are featured in a dedicated section on the Partnerships page of the company website.¹

Information confidentiality and security

As a software provider specializing in regulatory reporting, ensuring information confidentiality and security is central to our business. ISO 27001 certified, Pomelo-Paradigm is committed to:

- Implementing technological measures to guarantee information security and integrity,
- Training our teams in information security and GDPR compliance, and raising awareness among our stakeholders,
- Respecting confidentiality and intellectual property rights,
- Protecting the data of our employees, clients, and business partners.

¹ See our website: <https://pomelo-paradigm.com/en/pomelo-paradigms-ecosystem-partners-pomdocdm/>

Responsible purchasing policy

To uphold our commitments to our internal and external stakeholders, we are progressively integrating various ESG criteria into our selection of partners and suppliers:

- Environmental criteria: Wherever possible, we choose products and services designed and manufactured to minimize their environmental footprint.
- Social criteria: Respect for human rights is essential.
- Governance criteria: We adopt ethical and transparent practices based on mutual respect and combat corruption. Confidentiality and information security are also prerequisites.

3. From social ambition to environmental approach

At Pomelo-Paradigm, employee well-being has always been a priority. It is at the core of our sustainability approach. This is also essential in our relationship with our stakeholders.

Environmental and social concerns have never been so present in our daily lives.

Reducing the impact of our consumption patterns is now a major social issue, and companies have a central role to play in building a more sustainable world for the planet and for each one of us.

All European companies will inexorably have to demonstrate greater transparency and commitment with the arrival of the CSRD in 2024 and its requirements around ESG to align with the Paris Agreements.

Our social ambition

Everyone spends a large part of their working life in the office, and being healthy, valued and stimulated helps people to work better.

With this in mind, Pomelo-Paradigm offers its employees a collaborative and caring environment (flat management, training, respectful working hours, teleworking, career development, flexibility, availability, etc.) as well as material and financial benefits (ergonomic equipment, bonuses, profit-sharing savings plan, 100% health insurance, annual salary review, etc.).

Our environmental approach

Pomelo-Paradigm encourages its employees and stakeholders to adopt eco-responsible behaviour on a daily basis and in their use of digital technology. With this in mind, in 2023 we carried out our first GHG Protocol carbon audit¹.

To achieve this, we are implementing awareness campaigns and equipment to reduce our waste and emissions: training, signage, recycling, circular economy, washable tableware, bean-to-cup coffee makers, limits on document printing..

We also encourage everyone to use digital technology sensibly, notably through a *Digital Responsibility Charter*. This approach is also reflected in our choice of hosting solutions.

¹ Made with Greenly - [see our results](#)

4. Our employees, foundation of our development

As mentioned above, the health and well-being of our employees is our priority. To this end, we have put in place various measures to guarantee respect for human rights. We regularly re-evaluate them to adapt to regulatory changes and events that may have an impact on our company and its workforce (Pomelo-Paradigm's growth, inflation, etc.).

A human-centred working environment

In a sector where overtime is commonplace, we are committed to guaranteeing working hours that are compatible with the personal lives of all employees and the right to disconnect, in compliance with the French *Labour Code*.

In order to contribute to a good quality of life and healthy nutrition for our employees, salaries are paid at the end of the month and meal vouchers are provided, the value of which is adjusted annually to keep pace with the cost of living. We have also chosen to offer 1.5-hour lunch breaks to allow time for both physical activity and moments of relaxation and socializing, whether shared or not.

Ensuring good health and security for all

All Pomelo-Paradigm employees may subscribe to high-quality supplementary health insurance and personal risk insurance. By choosing the Alan health insurance plan, fully covered by Pomelo-Paradigm, employees who wish to do so can benefit from 24/7 medical consultations and access to a dedicated medical team, all free of charge.

The company also provides all employees with equipment to prevent musculoskeletal disorders. Health-related documentation is also available on our shared server.

Designated referrers

In addition to the heads of *Human Resources* and *Administration and Finance, COVID, Pedagogy, Administration and Disability*, and *Discrimination and Harassment* officers have been appointed to ensure the health and safety of all our employees.

Diversity and inclusion

Gender, origin, age, sexual orientation, religion, physical appearance or disability are not discriminatory criteria, either in the recruitment process or in the definition of salary or opportunities for internal advancement.

Discrimination and harassment

To ensure a healthy working environment, and in accordance with current legislation, all forms of discrimination and harassment are prohibited both internally (applicants, colleagues, management, etc.) and in dealings with external parties (customers, service providers, suppliers, etc.)

The definitions of discrimination and harassment (moral and sexual) and the remedies available are set out in the *Welcome Booklet* provided to all employees on their first day and in our *Internal Regulations*.

Right to training and career development

Pomelo-Paradigm makes every effort to ensure that its employees remain capable of holding down a job and fulfilling their potential.

Therefore, employees receive regular training on our software Pomdoc DM, as well as in the methods, regulations and tools applicable in-house to their position. For any other training, the employee can send us a request to define the administrative procedures and evaluate the possible funding.

Job upgrades are also offered to enhance the knowledge acquired through seniority within the company and according to the aspirations of each individual.

Employee compensation

A fair policy

We apply a simple principle: equal pay for equal positions and equal seniority.

This policy guarantees fairness among employees and reflects Pomelo-Paradigm's commitment to transparency and social justice. Furthermore, we implement an annual salary review to recognize and value each employee's contribution and to keep pace with rising operating expenses.

Incentives and matching contributions

To enable all employees to share in the company's growth and reward them for their efforts, we have set up a profit-sharing agreement and an Inter-company Savings Plan (PEI), the trigger criteria and distribution methods of which are communicated to employees in a fully transparent manner.

Loyalty to the company is also rewarded, with profit-sharing bonuses paid into the PEI being topped up according to employees' length of service with the company.

5. Preserving our environment, today and tomorrow

A promising initial carbon footprint assessment



We conducted our first carbon footprint assessment in 2023, for which we received a Silver medal with a score of 38/100.

According to the results of this study, our emissions are **3tCO₂e** per employee, and our main sources of emissions are travel (28.5%), closely followed by digital technology (23%).¹

In light of these encouraging results and with the aim of pursuing a path of continuous improvement, we are currently implementing an action plan to reduce our greenhouse gas emissions as much as possible. This is one of the reasons why a new Carbon Footprint Assessment will be conducted in 2026.

Following the results of this initial assessment, we have also decided to invest the equivalent of our unavoidable emissions in carbon offsetting projects—an initiative that we renewed in 2024, taking into account our growth.

¹ Based on the [results of our 2022 carbon footprint assessment](#)

Our carbon contribution strategy

To address the environmental challenges of today and tomorrow, we encourage our employees to adopt eco-responsible practices through awareness campaigns, training, and equipment that reduces our waste and emissions.

Since digital technology is our second-largest source of greenhouse gas emissions, we choose suppliers who are ISO 27001 certified and powered by renewable energy. We also encourage everyone to use digital technology responsibly, particularly through our Responsible Digital Charter.

Committed to digital responsibility

That's why we've drawn up a *Digital Responsibility Charter* in which we undertake to:

- Choose ISO 50001 hosting providers using eco-responsible equipment, located in the European Union (and in France if possible),
- Optimize the use of our servers,
- Simplify our code and design lightweight interfaces,
- Take into account the lifespan and repairability of the equipment we buy,
- Comply with our *Disposal Policy*.

Employees are also regularly made aware of digital hygiene issues, notably through messages displayed on the premises and via our weekly internal newsletter.

Waste management and circular economy

Daily eco-friendly actions

To minimize waste, several measures have been implemented (selective sorting, bean-to-cup coffee machines, reusable tableware, carafes, etc.). The amount of waste produced is not currently being monitored, but a supplier has been selected, and the service will be operational from March 2026 for the collection, sorting, and recycling of waste.

We are also committed to reducing paper consumption and unnecessary printing by encouraging digital alternatives. When printing is necessary, we use energy-efficient printers, certified as environmentally friendly, and configure them for economical use (black and white and double-sided by default). Finally, we recycle empty cartridges appropriately.

Disposal

Equipment—computer or electronic in general—deemed too old for the organization is sold through a staff lottery. Maintenance and accounting managers determine the price of the items to be included in the lottery.

Any unusable equipment or equipment that cannot be reused internally will either be donated or taken to a waste disposal facility.

Design and Production



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Collaborative platform for the production
of your regulatory documents

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