



workiva

Environment and Climate Change Statement

OCTOBER 2022

In our current environment, there is an increasing demand for authenticity, trust, truth, and transparency from businesses. As the company delivering the world's leading cloud platform for regulatory, financial, and environmental, social and governance ("ESG") reporting, these expectations lie at the heart of what Workiva is all about.

Workiva is committed to delivering uncompromised service and products to our clients while reducing our impact on the environment. In addition to supporting our customers' ESG-focused initiatives, we are currently evaluating and working to lessen the environmental impact of our own operations and reduce our carbon footprint both locally and globally.

Understanding our Impact

Scope 1 and 2 Emissions Impact

Workiva's Scope 1 and 2 emissions consist of those from our company operations at our headquarters in Ames, IA. Our headquarters office is the only long-term leased building by Workiva where we have operational control. Our Scope 1 impact includes direct greenhouse gas emissions from our Ames headquarters, including natural gas and refrigerant emissions. Scope 2 emissions include greenhouse gas emissions from purchased electricity consumed by Workiva.

Scope 3 Emissions Impact

In addition to addressing Scope 1 and 2 emissions, Workiva is developing initiatives to increase our understanding of potential Scope 3 emissions, including assessing meaningful reduction strategies. Scope 3 emissions result from sources not owned or controlled by the organization. Establishing a Scope 3 emissions screening process is helping us understand our most relevant impacts, and providing a stronger understanding of how and where to focus efforts related to these emissions, including the sources listed below. We plan to include ongoing refinement of our Scope 3 emissions tracking as part of our future efforts to understand our carbon footprint. In particular, we are reviewing emissions related to:

- Employee Corporate Travel
- Employee Daily Commuting
- Upstream Leased Assets
- Data Servers

Climate Risk Impact

As an organization we continue to address the climate risks of our operational footprint. This includes prioritization of climate risks and strategies that align with the industry-recognized Task Force on Climate-Related Financial Disclosures (TCFD). More information regarding climate-related risks can be found in Workiva's [TCFD Index](#).

Reducing our Impact

We have completed the baselining of our carbon footprint, and are currently working to align our 1.5° Celsius carbon reduction target with the Science Based Targets initiative ([SBTi](#)), an

organization that defines and promotes best practice in science-based target setting, with an aim of showing companies how much and how quickly they need to reduce their greenhouse gas emissions to prevent the worst effects of climate change. We strive to reduce our environmental impact while complying with all applicable laws and regulations. The efforts outlined below support our pathway to a low carbon future for our operations.

Addressing Scope 1 and 2 Emissions - Current Practices and Initiatives Include:

- Reporting regularly on environmental performance to our Board of Directors' Nominating and Governance Committee, and annually in our ESG/Sustainability report
- Leveraging the efficiencies of our Ames, IA headquarters to limit our overall Scope 1 and 2 carbon emissions
 - Energy-efficient, north-south windows are oversized to maximize natural daylight and reduce electricity use
 - Above-grade insulation improves heating and cooling efficiency
- Developing sustainability-focused operational guidelines on low carbon best practices
- Evaluating procurement opportunities such as carbon offsets, renewable energy credits (RECs), and renewable power purchasing agreements (PPAs)
- Conducted an energy audit on the Ames, IA headquarters (completed in 2022) and identifying reduction initiatives to be considered, such as:
 - Adjust interior lighting to always be on motion sensor mode
 - Switch out existing fluorescent lighting to LED lighting
 - Adjust temperature controls on a seasonal basis and around weekends to reduce the use of HVAC systems
- Piloting "Green-Fridays" where office locations are shut down for the day to reduce energy consumption

Addressing Scope 3 Emissions

Our ongoing efforts to address and reduce Scope 3 emissions include implementation of the items outlined below. Workiva used the results of our employee-led focus groups to better understand how to design our Scope 3 reduction strategies, including groups focused on business travel and commuting solutions.

- Developing employee commuting best practices and supporting cleaner transportation options, including electric vehicle charging at our Ames, IA headquarters to help reduce employee commuting emissions
- Developing an eco-commuter sign up to encourage employees to use low emission modes of transportation
- Taking steps to lower our corporate travel emissions through corporate practices and criteria development for external and internal meetings that require travel
- Continuing our engagement with cloud-based service providers who are aligned with our carbon reduction goals

We are committed to clean cloud usage in our operations. In 2021, Workiva was part of a beta program for tracking renewable energy provided by two of our major data server suppliers. Through communication with these suppliers, Workiva was able to better understand the suppliers' use of renewable energy for their services. Our primary cloud provider is Amazon

Web Services (AWS), which has a commitment to achieve 100% renewable energy usage for its global infrastructure footprint by 2025. Optimizing the usage of servers is reliant on AWS, so Workiva has little control over the use of renewable energy sources for these servers. However, we were pleased to see that emissions reported to us by AWS dropped drastically between December 2021 and January 2022. We believe this steep drop is attributable to Amazon's progress towards 100% renewable energy for its operations. Workiva plans to continue monitoring this progress to assess potential impact to our own Scope 3 emissions.

Future Commitments

We continue to escalate our commitment to ESG at Workiva. The company now has a dedicated head of Environmental, Social and Governance (ESG) and we have finished our initial round of stakeholder engagement and materiality assessment to determine our ESG strategy, governance, and forward-looking goals. Strategy, goals, policies and practices are affirmed by the executive management group called the ESG Task Force, whose members are appointed by the CEO. Progress is reported to the Nominating and Governance Committee of the Board of Directors. Environmental goals are currently under evaluation and may include:

- Aligning Scope 1, 2, and 3 reduction targets with SBTi's 1.5° Celsius carbon reduction target
- Ongoing evaluation of our climate risks associated with transition risks across our operations

Workiva Supports our Clients' Sustainability and ESG Initiatives

As a cloud-based software company, we built the Workiva platform to enable collaboration and control from anywhere with an internet connection. We believe our platform produces positive supply chain and employee environmental impacts for our customers by:

- Providing a fit-for-purpose ESG Solution for reporting transparent, audit-ready data
- Providing a collaborative platform that allows for remote and hybrid work environments
- Lowering their carbon footprint with our clean cloud initiatives
- Reducing paper waste

Workiva sees significant opportunity as ESG reporting becomes more prevalent across the globe, and is already investing in initiatives that seek to take advantage of these needs through greater innovation and product design.

We believe there is significant opportunity for our products and services to create additional value for the markets impacted by climate change. The Workiva platform and our ESG solution helps organizations capture, manage, and organize financial and non-financial data that must be reported to agencies and shareholders. Workiva continues to invest in our ESG solution to further enhance features and functionality to better serve all companies, customers, communities, and governments, emerging or established, to perform transparent and accurate ESG reporting.

Other Environmental Considerations

In addition to reducing Workiva's carbon footprint, Workiva is supporting the local environment by:

- Creating a culture where employees think about caring for the community and the environment when making decisions for the company
- Maintaining habitats for birds and butterflies to flourish in the gardens at our Ames, IA headquarters. Nine bluebird nest boxes offer aviary respite and substantial amounts of milkweed, nectar plants, shelter, and other necessary amenities to support monarch butterfly conservation.
- Supporting 10,000 native prairie plants on the grounds of our Ames, IA headquarters
- Supporting the community by partnering with local farmers and Community Supported Agriculture programs to source food for our onsite cafe, and also harvesting from Workiva's organic herb and vegetable gardens, which are within steps of our cafe.

Forward-looking Statements / Disclaimers

Certain statements in this Environmental and Climate Change Statement are "forward-looking statements" within the meaning of Section 27A of the Securities Act of 1933 and Section 21E of the Securities Exchange Act of 1934, as amended, and are subject to the safe harbor created thereby. Statements of aspiration, future events or conditions, including forward-looking statements are sometimes identified by terminology such as "may," "will," "could," "would," "should," "expect," "plan," "anticipate," "intend," "believe," "target" or other comparable terminology. Forward-looking statements in this document may include, but are not limited to: statements regarding our climate-related goals, projects, plans, aspirations, commitments and strategies. By their nature, they are based on current plans, estimates and expectations that are subject to risks, uncertainties, and assumptions. As such, no guarantees or assurances are made that they will be achieved or successfully executed. Any forward-looking statements are made only as of the date hereof, and unless otherwise required by applicable law, Workiva disclaims any intention or obligation to update or revise any forward-looking statements, whether as a result of new information, future events or otherwise.

This Environmental and Climate Change Statement's use of the term "material" or "materiality" refers to Workiva's assessment of ESG priorities to reflect the ESG issues of importance to us and our stakeholders. Used in this context, these terms are distinct from, and should not be confused with, the terms "material" and "materiality" as defined by or construed in accordance with securities law or used in the context of financial statements and reporting.