Applicability

This Health and Safety Policy (“Policy”) applies to Insight Enterprises and all subsidiaries of Insight globally (hereinafter collectively “Insight”). The Policy applies to all Insight teammates, contractors, and authorized representatives with equal effect.

Purpose

Insight is committed to providing a safe and healthy workplace. Insight is firmly committed to compliance with all applicable federal, provincial, state, and local environmental, health and safety laws and regulations.

Definitions:

- **Classification Level (Public)** - This classification applies to information that has been approved by Insight management for release to the public. Making the information public cannot harm the organization in any way.
- **GCO** – Global Compliance Office

Policy Detail

1. **Policy Introduction**

Insight will conduct all business in a manner that protects the environment, the health and safety of our teammates, customers, contractors, and the public. We believe that each and every day we can operate our facilities in a safe and environmentally responsible manner without harm.

2. **Policy Statement**

Our environmental, health and safety practices are based on and defined by the following principles, which are intended to help guide the actions of all our teammates:
1.1. teammates should know, understand, and comply with Insight’s principles which are aimed at preventing serious injuries;

1.2. prevent injury, illness, or ill health by proactively managing risk and supporting our innovative culture by analysing and minimizing health and safety risks in the workplace;

1.3. consider the general quality and safety practices of our key suppliers as we seek to protect individuals from potentially dangerous chemicals in sourced materials;

1.4. safeguards must be provided to manage risk;

1.5. teammates are responsible for working safely, in an environmentally responsible manner, and in accordance with standard operating procedures while identifying and correcting unsafe acts and conditions;

1.6. management is responsible for providing training, systems, and resources to ensure a safe, healthy, and environmentally sound workplace;

1.7. all environmental, health, and safety incidents will be reported, and major incidents investigated;

1.8. monitor, audit, and continuously improve our environmental, health, and safety performance and management systems; and

1.9. incorporate environmental, health, and safety requirements in the design phase of our projects as well as in everyday operations and maintenance.

3. Global Locations

To ensure that both the letter and the spirit of this Policy are applied consistently across all Insight’s global operations, it’s important to translate these guidelines thoughtfully and proactively into the local contexts of all our subsidiaries by:

1.1. managing health and safety principles and actions in line with this policy; and

1.2. having more stringent and more comprehensive health and safety guidelines in addition to this Policy, if necessary.

4. Policy Review

1.1. The Policy owner will review the Policy regularly at least once every two years or as required.

5. Reporting suspected violations

1.1. Any suspected violation of an Insight policy or standard should be reported without delay to the Global Compliance Office (compliance@insight.com) or the Insight Compliance Helpline http://insightenterprises.ethicspoint.com.

1.2. Insight has a strict no retaliation policy and will not tolerate any kind of retaliation against anyone who, in good faith, reports a violation of Insight policy or law. If you have questions or problems concerning this Policy, you should contact the Global Compliance Office (compliance@insight.com).

Related Policies, Procedures and Guidance

- NIST-IS002
### Version History

<table>
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<th>Version Date</th>
<th>Version Number</th>
<th>Version Changes</th>
<th>Authorized By</th>
</tr>
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