

Standard Work Instructions

Global Sustainability Department

SWI-ESG-DCEP

Title: Data and CFO Certification Escalation Processes



Sustainability

Purpose

This work instruction establishes steps to follow for escalation of required data for Scope 1 and Scope 2 ESG calculations as well as escalation of unsigned CFO Certifications at quarter or year end. Please follow the workflow as described below.

1.0 Brink's Sustainability Data Escalation Process

1.1 Countries that have been onboarded are to follow steps in Data Collection and Review SWI

2.0 Brink's Sustainability Data Collection and Review

2.1 Countries, that have been onboarded, are to submit data as followed:

- 2.1.1 Vehicles - Submit data by the 10th day of the subsequent month, e.g. May data submitted by June 10th.
- 2.1.2 Facilities - Submit data by the 10th day of the 2nd month following consumption, e.g. June data submitted by the 10th day of August
- 2.1.3 Data should be emailed to ESGDataSubmission@brinks.fr

1.2 Automated reminder email sent on (8th) business day for vehicle data for prior month and facility data for preceding month

1.3 On the 15th day of the month the ESG Team will send an email to the country data preparers, copying Program Lead and Senior Director as well as the Country CFO and General Manager

1.4 On the last business day of the month the ESG Team will send an email copying the country data preparers, Program Lead and Senior Director, the Country CFO and General Manager as well as the Regional EVP and Regional CFO

2.0 Brink's Sustainability CFO Certification Escalation Process

2.1 When certifications letters are sent out for signature a due date of 1 week from date sent will be enforced

2.2 8 days from CFO Certification send date, reminder will be sent to the appropriate signatories copying Program Lead and Senior Director as well as the Country CFO and General Manager

2.3 15 days from CFO Certification send date, reminder will be sent to the appropriate signatories copying, Program Lead and Senior Director, the Country CFO and General Manager as well as the Regional EVP and Regional CFO

3.0 Documentation

3.1 See Brink's Sustainability Data Collection and Review SWI

4.0 Effective Date

4.1 November 1, 2024

Standard Work Instructions

Global Sustainability Department
SWI-ESG-DCEP

Title: Data and CFO Certification Escalation Processes



Sustainability

Type: SWI N: SWI-ESG-DCEP-01 Title: Data and CFO Certification Escalation Process	Owner: Global Sustainability Dept	
---	-----------------------------------	--

Document Control Page

Process Owner	ESG
Version Number	V1
Effective Date	11.01.2024

Document Revision Control

Version	Author	Effective Date	Section	Change Description
1	ESG Data Team	11.1.24		Initial document

Approval Signatures Record

Reviewer / Approver	Role	Date
Mike Garland	Compliance Manager	10.16.2024
Tracy Wright	Program Lead	10.16.2024