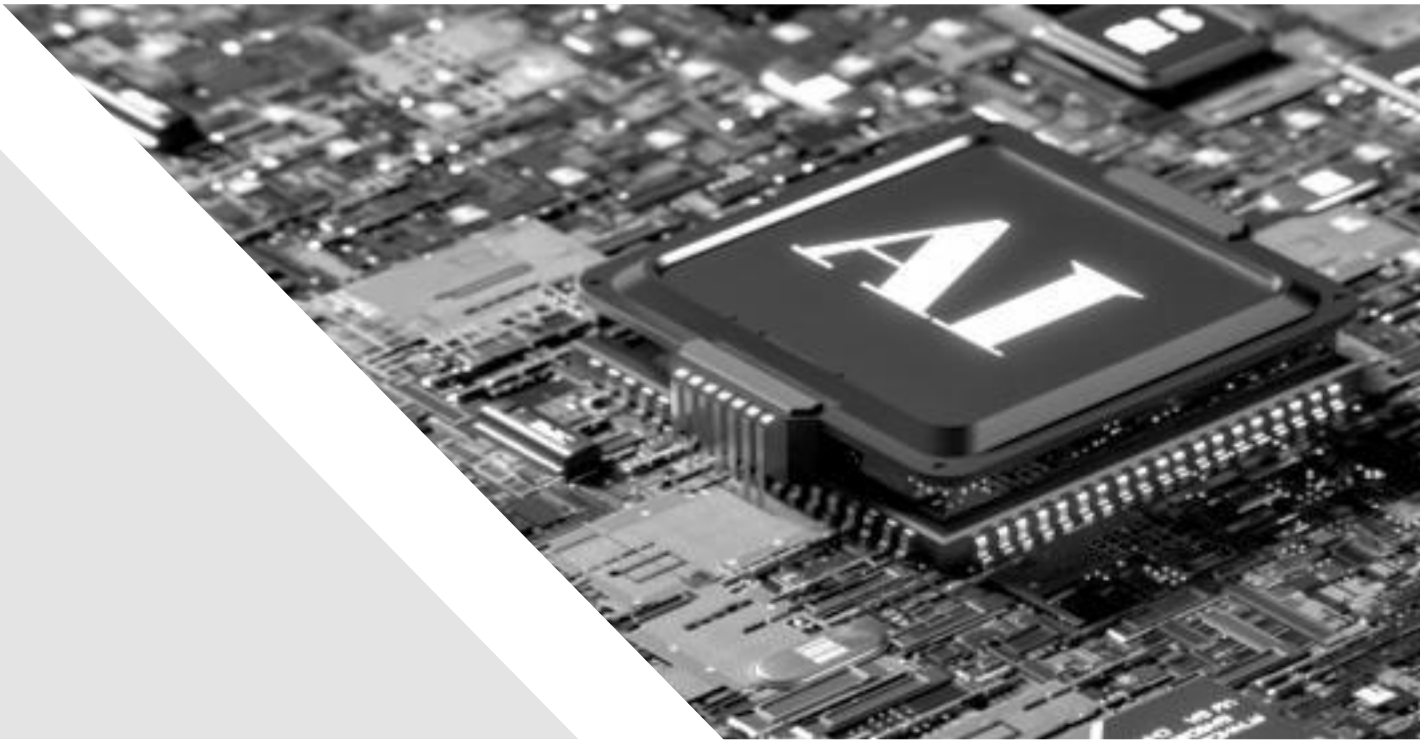
Use of Artificial Intelligence Policy

for conducting business with Natural



Use of Artificial Intelligence Policy

Version 1.0

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Natural

Control Sheet

Approved by:

Principal

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Sep 2025

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Sep 2026

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Version	Approved / Reviewed / Revised / Rescinded by:	Date	Comments
1.0	Principal	Sep 2025	Inaugural Version.

** For any updates, improvement suggestions or broken links, please contact Natural.

1 Use of Artificial Intelligence Policy

Artificial Intelligence (AI) is reshaping how environmental consultancies operate, creating new opportunities to enhance analysis, decision-making, and engagement. At Natural, we recognize both the potential and the risks of AI. This policy provides clear guidance to ensure all AI tools are used ethically, securely, and in line with our professional standards.

1.1 Purpose

This policy establishes Natural's commitment to the responsible, ethical, and secure use of artificial intelligence (AI) technologies, including generative AI. It aims to guide employees, consultants, and third-party partners in leveraging AI tools to enhance productivity, innovation, and environmental outcomes, while safeguarding privacy, intellectual property, and public trust.

1.2 Scope

This policy applies to all Natural employees, contractors, consultants, and authorized third parties who access or use AI tools in the course of their work. It covers both internally approved AI platforms and external tools used for text generation, image creation, data analysis, automation, and decision support. This policy is also governed by our General Business Principles' considerations for conducting business.

1.3 Guiding Principles

1. **Human Oversight and Accountability.** AI tools may support—but not replace—human judgment. Employees remain fully responsible for the accuracy, quality, and ethical integrity of any AI-assisted output. AI tools must not be listed as authors of deliverables.
2. **Approved Tools Only.** Only AI tools vetted and approved by Natural's IT and Legal teams may be used for work purposes. Requests for new tools must follow the internal review and licensing process. A list of approved tools is maintained by Corporate Services.
3. **Confidentiality and Data Protection.** Employees must not input confidential, proprietary, or personally identifiable information (PII) into AI tools unless explicitly authorized. All AI use must comply with Natural's Privacy Policy, PIPEDA, and applicable data protection laws.
4. **Intellectual Property Compliance.** AI-generated content must be reviewed for potential copyright or trademark violations. Employees must not use AI outputs in client deliverables or publications without proper verification and approval.
5. **Bias and Fairness.** Natural is committed to preventing bias and discrimination in AI-assisted work. Employees must critically assess AI outputs for fairness, inclusivity, and cultural sensitivity, especially in stakeholder communications and impact assessments.
6. **Incident Reporting.** Any malfunction, security breach, or inappropriate output from AI tools must be reported immediately to Natural's IT Security team. Employees may also notify tool developers when appropriate.
7. **Ethical Framework.** All AI use must align with Natural's values and the seven principles of trustworthy AI: human agency, technical robustness, privacy, transparency, fairness, societal well-being, and accountability.

1.4 Training and Awareness

Natural will provide ongoing training and resources to ensure staff understand the capabilities, risks, and ethical considerations of AI tools. Managers are encouraged to foster open dialogue and professional judgment in AI adoption.

1.5 Compliance and Enforcement

All personnel must read and acknowledge this policy before using AI tools. Non-compliance may result in disciplinary action, including revocation of access, retraining, or termination, depending on severity.

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