

Dialogue. Responsibility. Future.

Sustainability Report 2018

About this report

Aim of the report

This report should present, in a transparent manner, what emco is striving to achieve and what it is doing to deal with economic, environmental, social and societal challenges.

Basic principles

This report has been prepared on the basis of the GRI Standards: Core option. They create a background against which emco provides information on the impacts of its economic, environmental, social and managerial performance. Individual exceptions concern indicators for which reliable data cannot currently be collected.

Data

The emco Group is publishing its first sustainability report in 2019. The data collection period is the financial year from 1 January to 31 December 2018. The reporting cycle will be biennial. The information in the report includes the parent company and all the affiliated companies in which Erwin Müller GmbH held a majority interest during the reporting period. Key figures deviating from this are marked accordingly.

Format and contact

This report is available to all interested parties as a download, in German and English on the emco Group website. www.emco-group.de

Contact person for queries and notifications:

Sarah El Khalil
Sustainability Coordinator
S.Elkhalil@emco.de

Editorial notes

For reasons of readability, gender-specific differentiation has been avoided and the male designation has predominantly been used. In the interests of equality, corresponding terms shall fundamentally apply to all gender identities.

Memberships and awards



Contents

Page 2	Foreword
Page 4	Company profile
Page 8	Sustainability model
Page 9	Sustainability goals
Page 10	Materiality analysis
Page 11	Corporate culture and compliance

Fields of operation ---



Page 12	Products
----------------	----------



Page 20	Environment
----------------	-------------



Page 26	Employees
----------------	-----------



Page 34	Society
----------------	---------

Page 42	Overview of key figures
----------------	-------------------------

Page 43	GRI content index
----------------	-------------------

Doing the right thing

The emco Group has been a successful, independent family-run company for over 70 years. Our high quality standards combined with innovative strength and the internationalisation of our business have made our unique success story possible. We plan ahead and with the future in mind. We use innovation and quality to create sustainable values for ourselves and for our customers.

In order to keep gaining profitable growth and to stay financially independent in the future, we always make our corporate decisions with foresight in the spirit of sustainable development. We also take into account the social and environmental impacts of our actions. This is how we live up to our responsibility for people and the environment. We are particularly committed to our employees and the regions in which we operate.

As an international company, we consider it part of our corporate responsibility to contribute towards achieving the global goals of sustainable development, known as the UN Sustainable Development Goals (SDGs).



Christian Gnaß
CEO/Managing Partner of emco
Group



Our strategy to position sustainability



Daniel Sobhan-Sarbandi
CFO/Managing Director
emco Group

The topic of sustainability is becoming increasingly important and is also of commercial relevance for the emco Group. More and more consumers are asking companies to make a credible contribution to sustainability. Certificates and evidence are playing an increasing role. Meeting these expectations with impressive, more sustainable products is, and remains, a key goal of our sustainability strategy. Therefore we have to know the supply chains and sustainability challenges just as well as the needs of our customers.

Constant dialogue with our stakeholders and working together on sustainable solutions helps to achieve this. The heading “Dialogue. Responsibility. Future”, which we have used as the title of our sustainability report expresses this conviction.

emco Group sustainability management

Management board – the highest decision-making body

Within the emco Group, the management board is responsible for the topic of sustainability.

Sustainability Coordinator

A Sustainability Coordinator is responsible for operational steerage.

Leadership Team

Overarching topics and goals are developed by our Leadership Team.

The emco Group at a glance

Key figures on the size of the company in € million (group-wide)	
Sales	140.8
Equity	38.8
Equity ratio	47.7%
Total capital	74.3
Liabilities	35.5
Capital expenditure	7.1

Total staff by region at production plants (country)	
Germany	760
Czech Republic	264
China	213
France	46
Turkey	7
Total	1,290

including trainees and excluding temporary staff



Branches

Erwin Müller GmbH

emco Polska Sp.z.oo. Poland	emco Building Technology Chuzhou Ltd. China	emco Moscow Russia	emco Novus Middle East FZC Dubai	emco Benelux bv. Netherlands
-----------------------------	---	--------------------	----------------------------------	------------------------------

FRASCO

emco Bad GmbH

Fraas Spiegel GmbH & Co. KG Germany

emco Bautechnik GmbH

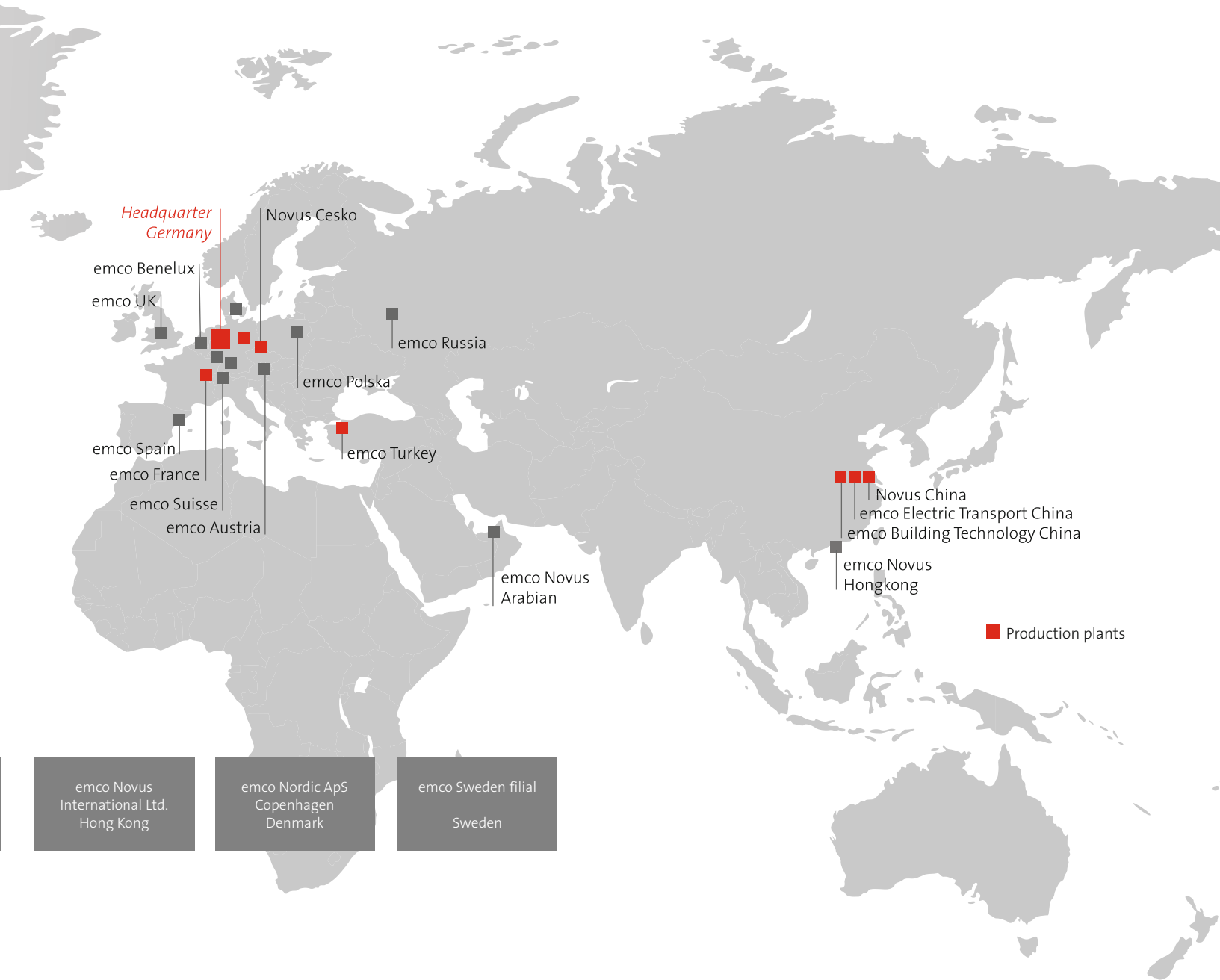
emco France SAS Dampierre France	emco Bautechnik Ges. m.b.H. Vienna/Austria	emco UK Ltd. Wellington/Telford England	emco Schweiz AG Affoltern a.A./Switzerland	emco Spain S.L.U. Barcelona/Spain
----------------------------------	--	---	--	-----------------------------------

Novus Dahle GmbH

Novus Chuzhou Ltd. Chuzhou/China	Novus Cesko s.r.o. Czech Republic	Dahle North America Inc. USA	Schneider-Novus-Vertriebs GmbH Weilheim Germany (Participating interest)	Shenzhen Novus Dahle Culture Products Co. Ltd., China
----------------------------------	-----------------------------------	------------------------------	--	---

emco Elektroroller GmbH

emco Electric Transport Technology Chuzhou/China
--



■ Production plants

emco Novus International Ltd.
Hong Kong

emco Nordic ApS
Copenhagen
Denmark

emco Sweden filial
Sweden

emco Yapı Sistemleri
San. ve Tic. Ltd. Şti.
Yıldırım-Bursa
Turkey

CRO
C/R/O/® GmbH
Erkrath/Germany

KAFLOOR
EINGANGSMATTEN MANUFAKTUR
Kampmann
Eingangsmatten GmbH
Gräfenhainichen/
Germany

EFIA
EFIA GmbH
Nuremberg/Germany
(Participating interest)

AKZENTE
AKZENTE GmbH
Pulheim/Germany

23

emco Group branches
around the world
(as at 2018)

5 subsidiary companies
2 participating interests
Production plants in 5 countries

Company profile

The history of the emco Group based in Lingen, Emsland, began when Erwin Müller founded the company in 1945. From humble beginnings grew a global company with a multi-layered range of products. In the reporting year, we can look back over a 73-year history of the company. At the end of 2018, the company had around 1,290 employees worldwide. In addition to the parent company Erwin Müller GmbH, the emco Group comprises a total of 23 branches. As the parent company, Erwin Müller GmbH is responsible for setting and pursuing the corporate goals for the entire group. It is also responsible for the management, control

and monitoring functions, including risk management and the allocation of resources. However, the subsidiary companies retain legal independence. Operational control is the responsibility of the management board of the holding company, which consists of the managing partner, Christian Gnaß (CEO), and Daniel Sobhan-Sarbandi (CFO). An advisory board acts as a supervisory body.

3 business fields

4 brands

7 divisions

Architecture



emco Bath

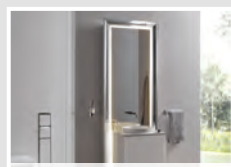
Bathroom accessories



Bathroom accessories



Cosmetic mirror



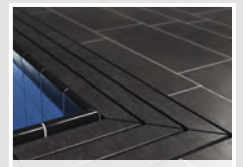
Illuminated mirrors

emco Building

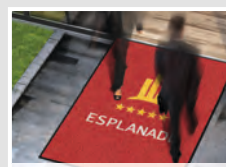
Building systems



Entrance mat systems



Swimming pool gratings



Carpet mats

CRO[®]
Sauberlauf
Clean-off

KAFLOOR
Entrance matting manufacturing

Due to the diversified product range, the emco Group is divided into four divisions: emco Bath, emco Bau, Novus Dahle and emco E-Scooter. The divisions operate legally independently and largely determine the group's net asset position, financial standing and profitability. They are supported by the central functions of Erwin Müller GmbH (holding company) in order to make optimum use of the synergies within the group. The customer structures within the emco Group are very diverse. Essentially, they consist of different groups of dealers, buying groups, bulk purchasers, government procurement agencies or catalogue suppliers. Today,

the emco Group has a global presence as a successful provider of tailor-made technology and design solutions. With its different divisions, it serves the three market segments "architecture", "worklife" and "mobility".

Worklife



Novus **Office**

Office technology



Staplers, perforators

Novus **More Space System**

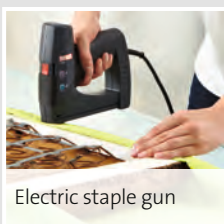
Office technology



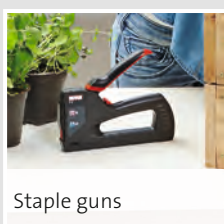
More Space System

Novus **Fastening**

Fastening technology



Electric staple gun

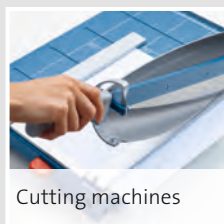


Staple guns

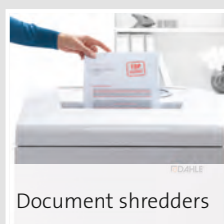


Dahle **Office**

Office technology



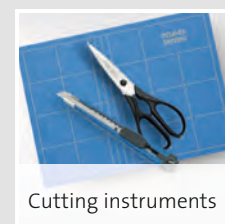
Cutting machines



Document shredders



Presentation systems



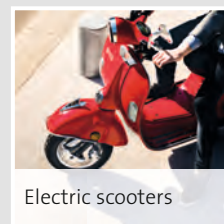
Cutting instruments

Mobility

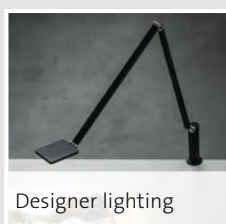


emco **E-Scooter**

Electric scooters



Electric scooters



Designer lighting

Creating structure.

How we put sustainability into action

emco Group aligns its sustainability activities with the following four areas of action:



Field of operation:
Products

We strive to provide our customers with high-quality and innovative products. At the same time, we are aware of the environmental responsibility associated with our products from development to disposal. Our product's long service lives make a demonstrable contribution to minimising burdens on the environment. We require of our suppliers that they structure their own operations in manner that is responsible and socially beneficial.



Field of operation:
Environment

We take care that our products are made using manufacturing processes that do not place undue burden on the environment. Our production management systems help us to ensure that the highest environmental protection standards are maintained and continually developed further. Our production's high vertical integration serves as the basis for manufacturing our products with the greatest possible resource conservation.



Field of operation:
Employees

The success of emco Group's sustainability activities is only made possible by employing the best staff. We provide our employees with ongoing professional development so that they are able to navigate the challenges posed by an ever-changing working world. At the same time, we invest in our employees' health maintenance and address their needs with respect to flexibility and achieving a balance between work and family, thereby creating an optimal working environment. Training and subsequent hiring of young people is a matter of course for us.



Field of operation:
Society

We take responsibility for our sites and the regions in which we operate. Our staff desire a liveable community environment for themselves and their families, and we do our part here too. We view ourselves as an active participant in the shaping of our sites and invest in both cultural and social projects to this end.

At a glance: Our sustainability goals

Field of operation: Products

- To offer customers high-quality durable products
- To continuously invest in the development of innovative products
- To offer products which minimise the impact on the environment
- To provide a proven high level of product safety
- To request suppliers to operate responsibly and to create conducive social and environmental framework conditions
- To ensure social standards at all sites around the world and make them verifiable

Field of operation: Environment

- To systematically and continuously reduce environmental impacts of our production
- To contribute to climate protection by continuously reducing our energy consumption and CO2 emissions.
- To use resources responsibly by reducing waste generation and rejects

Field of operation: Employees

- To provide a safe working environment for our employees
- To maintain and promote employee health
- To develop all employees through training programmes
- To enable employees to achieve a good work-life balance

Field of operation: Society

- To add value to the region at our Lingen site by providing secure jobs
- To develop young people in their education
- To live and breathe diversity and to enable people with disabilities to participate in working life
- To make a contribution towards creating a pleasant environment by providing specific support to cultural establishments at our sites
- To support young regional artists in the fields of music and art
- To develop children's social and integrative skills through holiday camps for the children of employees and socially disadvantaged families

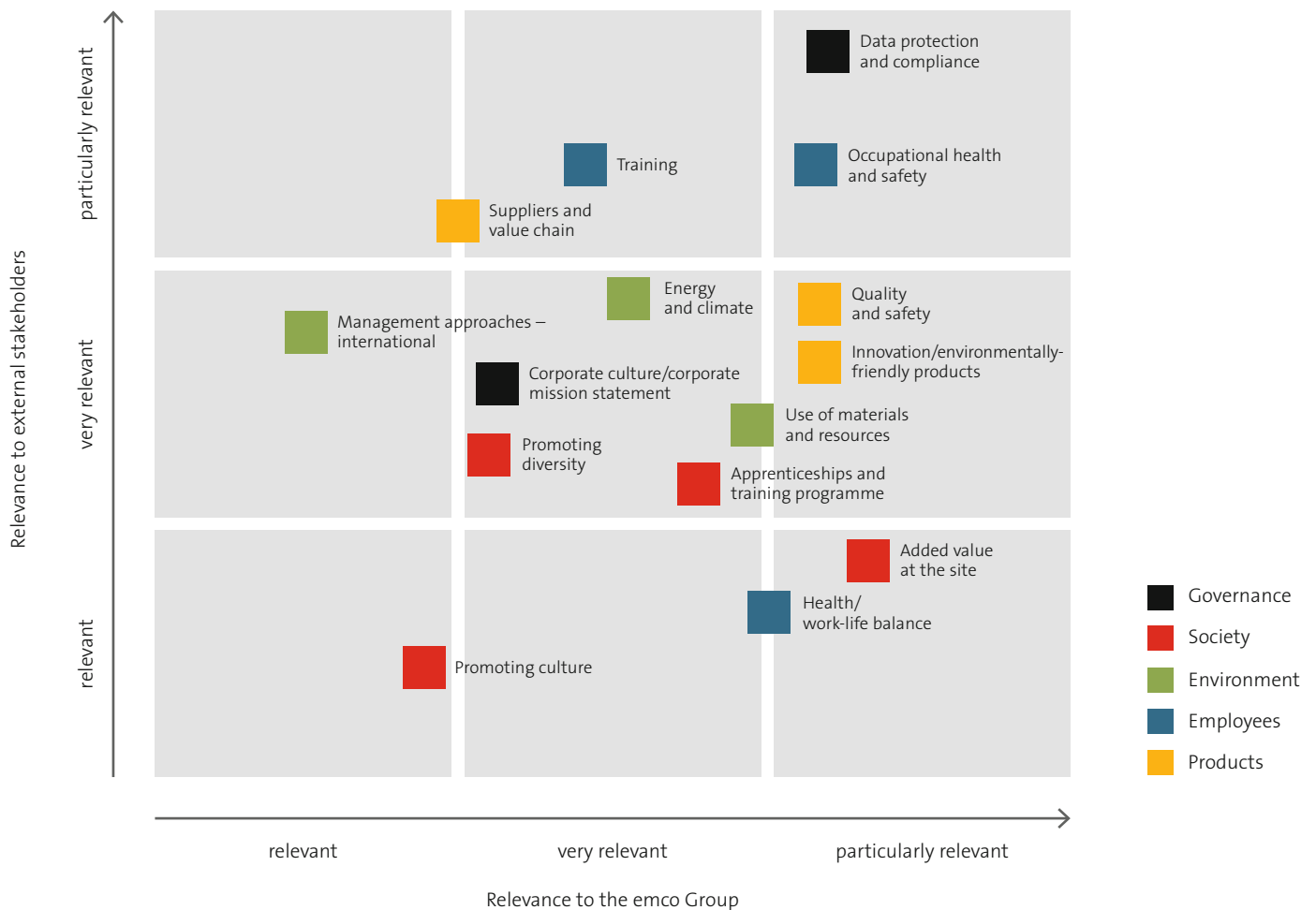
Stakeholders and materiality matrix

In recent years, the emco Group has gone through a multi-stage process to analyse its sustainability strategy. The aim of the analysis was to answer the following question: “What are the material issues for the emco Group for which we, as a family business, want to accept particular responsibility?” The result is essentially a trade-off between the needs of our most important stakeholders – suppliers, employees, customers and society. It is only through open dialogue with our stakeholders that we can continue to bear this responsibility, grow in a forward-looking manner and successfully achieve our corporate goals.

The results of this materiality analysis are arranged in the materiality matrix according to the significance they have for stakeholders and the company. The classification into relevant, very relevant or particularly relevant for stakeholders and for the emco Group is based on the identified need for action. A low

rating could be the result of limited opportunity to influence, but could also be due to the subject matter having already been reliably dealt with. A high rating means that emco sees a need for action here – either due to changing framework conditions or due to the rating of its own performance.

We regularly review our strategic focus on this basis, along with our goals and actions from the sustainability programme. The relevant changes and overarching issues with regard to materiality are developed and coordinated within the emco Group by our Leadership Team.



Corporate culture and compliance



Klaus Mensing
Head of Legal Matters and
Human Resources
emco Group

As an owner-managed company, the corporate governance at emco is traditionally characterised by responsible and effective corporate management. The management board bears the overall responsibility for our sustainability strategy and for the compliance programme. By setting up a compliance programme for the first time in 2018, we want to ensure that laws and internal guidelines continue to be observed. We have put together some compliance guidelines to be used as a basis for our compliance programme and as an essential component of the emco Group's value-based corporate culture. These guidelines regulate the collaboration within the company as well as with customers, suppliers and service providers. They contain the regulations on avoiding conflicts of interest, data protection, occupational health and safety, fair competition, competition law as well as bribery and corruption. In this regard, we will set up a whistle-blower system in 2019 that can be used by employees who want to provide confidential information anonymously on suspicious cases.

Data protection/data security

The implementation of the EU's GDPR was a major event in 2018. Data protection and data security are very important to the emco Group. We had support from our external data protection officer to help us meet the requirements of the GDPR. Employees from various divisions were trained on data protection in 2018.

Fines

During the reporting period, the group of companies did not incur any fines for non-compliance with regulations relating to the provision and use of products and services or with environmental regulations. There were also no fines during the reporting year for non-compliance with laws and regulations or well-founded complaints relating to the violation of customer privacy and loss of customer data.

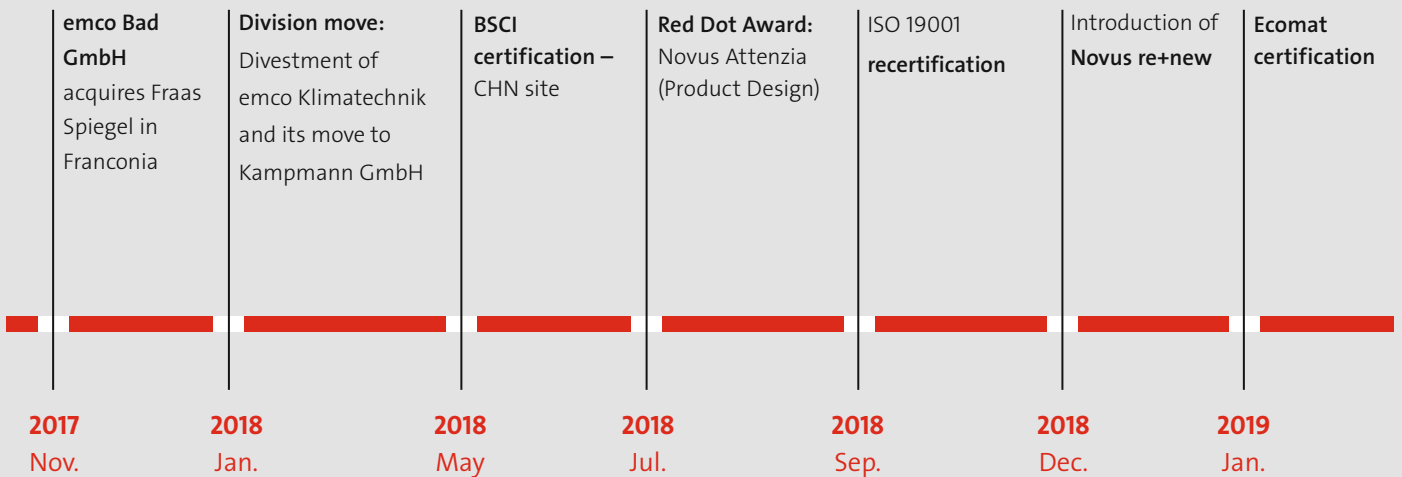


Field of operation:
Products



Products

We strive to provide our customers with high-quality and innovative products. At the same time, we are aware of the environmental responsibility associated with our products' from development to disposal. Our products' long service lives make a demonstrable contribution to minimising burdens on the environment. We require of our suppliers that they structure their own operations in manner that is responsible and socially beneficial.



Strategic goals

- To offer customers high-quality, durable products
- To continuously invest in the development of innovative products
- To offer products which minimise the impact on the environment
- To provide a proven high level of product safety
- To request suppliers to operate responsibly and to create conducive social and environmental framework conditions
- To ensure social standards at all sites around the world and make them verifiable

Actions

- ▶ Continuous improvement of tools and processes
- ▶ Development and research within the emco Group
- ▶ Bringing environmentally-friendly products to the market in the various divisions*
- ▶ Having relevant products voluntarily tested and certified for product safety by external testers
- ▶ Introduction of a Supplier Code of Conduct as a contract supplement including a self-commitment of the supplier to sustainable operation
- ▶ Achieving certification for our Novus Chuzhou site (China) according to the Business Social Compliance Initiative (BSCI) standard and maintaining it on an ongoing basis



Lothar Schiphorst
Head of Central Purchasing



Klaus Wendeln
Head of Quality Management

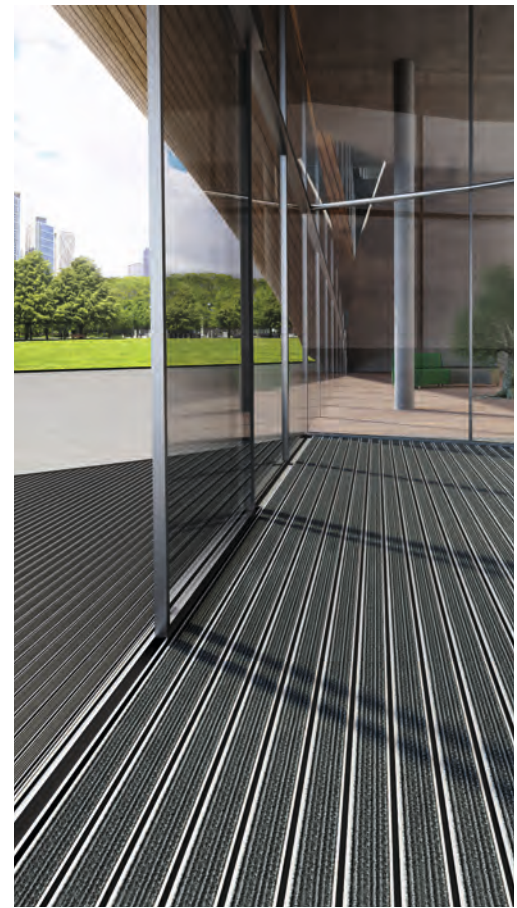


We are aware of our responsibility to future generations and see it as our duty to manage our scarce resources in a sustainable manner. Strategic purchasing plays an important role here.

In order to be sustainable, the company's management system or rather, the management system goals, must be aligned with the sustainable development goals. Only then can sustainable management be implemented in the areas of the environment, products, employees and society.



Field of operation:
Products



Products

Improvement in relation to products is extremely important to the emco Group. The continuous improvement process is an essential component of ISO 9001 and quality management. Only those who continue to develop can maintain performance levels and competitiveness, respond to dynamic internal and external developments and identify new opportunities.

Because of the wide variety of products, the emco Group has various tests and certifications to prove the quality – both with regard to mature designs as well as high-quality materials and meticulous workmanship. The GS certification mark, the CE mark and DIN EN ISO 9001:2015 document the standard of emco products. The emco Group has a QES quality management system (Quality, Environment, Safety). The certification process also includes the strict guidelines of DIN EN ISO 14001 (2015).

The term “quality” is defined in many different ways in quality management. We have developed a definition for the emco Group, which includes everything that we think is essential: the fulfilment of defined and required properties of products, services and processes. Internal processes, from marketing to dispatch, are also subject to quality management.

The concept of our QES management is set up in such a way that the focus is on error avoidance. The idea behind this is that mastering the processes in all the different areas and at all levels prevents errors from arising, right at the source. Every employee is obliged to cooperate in avoiding errors. Errors that have led to discrepancies must not be repeated.

100%

voluntary product safety certification at
Novus Dahle



Field of operation:
Products

Innovations and environmentally-friendly products

”

We always aim to combine environmental and economic aspects with first-class design and innovative functionality in our products.

Harald Müller

Our innovative strength is the result of a tradition which has been growing for over 70 years. It exists in all of the divisions and, as such, is deeply entrenched in the corporate culture. This is how the emco Group has been able to develop into a global company. After all, it is innovations that secure our position in international competition. The best conditions for this are offered not just by the Research and Development Centre in Lin-gen, inaugurated in 2012, but also by the well-trained specialist staff. The emco Group is continually investing in the research and development of innovative products.

A total of 7.1 million euros were invested in the reporting year.

The Research and Development Centre brings together the innovative strength of the emco Group and supports visionary work. As a manufacturer with its own development and production facilities, the company offers top-quality products thanks to “German engineering”.

Alongside first-class design and innovative strength, environmental and socially responsible production is playing an increasingly important role in purchasing decisions. We can only achieve our growth targets if we recognize these trends, anticipate our customers’ needs at an early stage and translate them appropriately into products.

That is why we would like to offer more products in the future which are environmentally friendly.

Today, the Bath division is already saving energy and protecting the environment by focusing on the energy efficiency of LED technology. This technology offers many advantages over other light sources: a long life, optimum light quality and high light output. A dynamic control and perfect colour reproduction ensure that even the bathroom is always shown in its best light. LED lights contribute towards sustainability. They are mercury-free, can be recycled and work much longer than comparable light sources.

10

new developments were
announced in the reporting
year





The low electricity consumption is also one of the indisputable advantages of the LED light. Sustainability has many facets that range from the durability and quality of the products to production processes that require low levels of resources and the use of materials that have as little impact on the environment as possible.

The Novus Bürotechnik division is the oldest division in the group of companies. The products are characterised by their extreme durability, as evidenced by the long warranty periods of up to 25 years for many Novus products.

The re+new product line combines all the aspects of sustainability. Novus re+new perforators and staplers are largely made of recycled plastic. They offer the usual Novus quality and can easily be put back into the recycling cycle. For the Novus re+new staplers and perforators, for example, old refrigerators are processed into recycle by a certified recycling company with many years of experience of recycling refrigerators. Recyclates are recycled plastics from what is known as post-consumer waste. These are plastics that have already been used and disposed of as household or commercial waste. This is how the recycling cycle is being closed. It is with some pride that we can tell you here of our recycle supplier having achieved certification according

to the EU standard “EuCertPlast”. Just a few years ago, a group of plastics processors, plastics regranulators and operators of collection systems set up the EU-wide certification and auditing system. The uniform certification practice gives both suppliers and customers the assurance that the plastic waste generated is processed in accordance with the best industry practices and (environmental) standards.

With every purchase of a Novus re+new product, up to one euro is donated to One Earth – One Ocean e.V. (OEOO) to finance educational and awareness projects on marine waste and plastic prevention at primary schools in Germany. OEOO researches and develops practicable solutions and informs about the problem. In addition, the OEOO “Maritime Litter Cleanup” programme provides for plastic waste to be removed from the sea by waste collection ships and recycled.



Field of operation:
Products

Suppliers and value chain

Most important to the emco Group's central purchasing department is an integrated quality management. Compliance with quality standards has absolute priority at the emco Group. This is why we work with selected partners. Our suppliers are familiar with our high quality standards and our various evaluation mechanisms. In order to develop competent and long-term partnerships, and to avoid fluctuations in quality, the company concentrates on core suppliers. Wherever possible, emco works with local suppliers. In case of production and required materials, this means that 56% are purchased in Germany, up to 18% in the European Economic Area and up to 26% outside Europe.

In order to avoid risks, the company strives to implement a two-supplier strategy for product-critical materials. We work with our selected partners to make improvements with regard to production materials, machines and plants. Those improvements then lead to tailor-made solutions in the production process.

Challenges for us are, for example, the dialogue with our suppliers and the drawing up of new purchasing guidelines. We already carry out on-site audits at our main suppliers. In order to continue to meet our own requirements and those of our customers, we would like to scrutinise our supplier selection even more closely. In future, we will actively encourage our suppliers to operate responsibly and to create environmental framework conditions that promote sustainability. We are introducing a Supplier

Code of Conduct in 2019 to help to achieve this. Known as the SCoC, it will include a contract amendment with a self-commitment to sustainable operation. It shall ensure that the statutory provisions are complied with. The focus here is on preventing corruption and agreements that contravene competition law as well as combating child and forced labour. The topic of compliance is particularly relevant to the emco Group. It has been included in both the general guidelines and the purchasing guidelines and forms the basis for all purchasing processes.

Our goal is for 100% of our A suppliers to meet the SCoC by 2020.

BSCI certification

As a company, we bear a great deal of social responsibility along our supply chain with regard to risk management.

Our goal is to ensure that the social standards at all our sites around the world are safe and verifiable.

For this reason, we achieved certification according to the Business Social Compliance Initiative (BSCI) standard for our Novus site in Chuzhou (China) in May 2018.

BSCI aims to develop tools and procedures for the joint European Business Social Compliance Programme. BSCI-certified companies take into account the social, economic and societal conditions in their respective countries when implementing the objectives set out in the BSCI Code of Conduct.



An interview with Dennis Kayser

Mr Kayser, generally speaking, what does sustainability mean to the Bau division and how significant is it?

To us, sustainability means future viability and is therefore highly significant. A responsible use of the resources available to us is essential. As a manufacturing company, we are aware of this task and tackle it head on.

Our entrance mat systems, for example, are efficient, high-quality and individually designed. They are an essential component of a well thought-out building design. The decision to use our clean-off systems is one that is made out of appreciation for the building, its users and the environment.

How do you incorporate sustainability into your corporate strategy? How do you guarantee you fulfil the requirements?

Nowadays, a building's sustainability can be evidenced by a number of national standards. In Germany, the German Sustainable Building Council sets minimum requirements for sustainable building products. All the components are taken into account in the evaluation – right down to the entrance mat. Designing a sustainable building and making it reality therefore requires a holistic approach. emco Bau was the first manufacturer of high-quality entrance mat systems to become a member of the German Sustainable Building Council. We still offer this peace of mind to our customers today when they choose our tried and tested types of mats, DIPLOMAT and MARSCHALL.

In view of all the sustainability certifications, such as Blue Angel or cradle2cradle, what are the opportunities and risks for emco Bau?

There are several good reasons to strive for certifications in a company. For example, if the legislative authority requires them or if market forces make them necessary. It can be a problem if the certifications are really an end in themselves and not product-specific. In this case, the costs would be higher than the benefits. In the past, for example, we offered the emco ECOLINE® PIONIER entrance mat to our customers, an entrance mat that was developed, manufactured and certified according to the guidelines of the Cradle to Cradle® principle. Cradle to Cradle® means thinking in closed product cycles right from the start and not allowing any waste to develop at all. Cradle to Cradle® recertification requires improvement from each certification to the



Dennis Kayser
emco Bau Product Manager

next. From a certain point onwards, these changes will start to influence the processes of the whole group. Aspects that are documented by Cradle to Cradle are already covered in the other divisions by industry-specific guidelines and certificates. Continuing would therefore not have made sense for the emco Bau division.

What is your sustainability goal in the Bau division? What would you like to achieve?

The entrance mat and carpet mat products occupy only a small part of the building and are not subject to strict legal requirements. But our products do help to ensure that the buildings in which they are installed comply with building guidelines. This is why our self-motivation makes us feel committed to the goals we have already achieved and the standards we have set, even without specific product certifications. But, so that we can always prove that our products comply with the rules and limits for emission standards, we have successfully put our entrance mats (Innova, Care, Maximus, Conform, Grobfaserrips) through the "TÜV PROFICERT-product Interior" certification procedure.

Certification under the criteria of "TÜV PROFICERT-product Interior" reflects whether the emission limits of various certificates are adhered to. It provides information on products and how they are manufactured, against qualitative, health (emissions) and environmental (pollutants) principles. The tests demonstrate to the buyer that they have purchased a safe and "healthy living" product. Considering that today we spend more than 90% of our time in closed rooms, this is certainly a good decision.

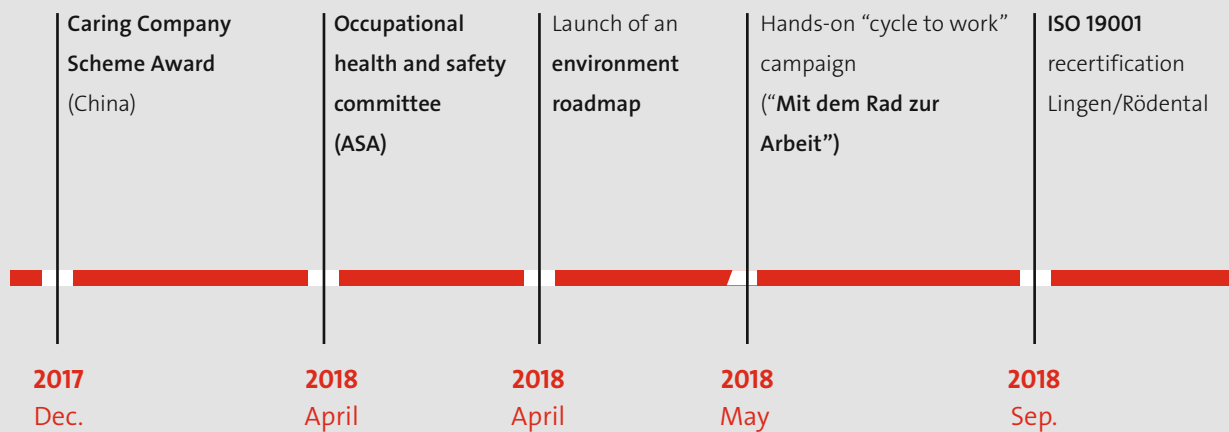


Field of operation:
Environment



Environment

We take care that our products are made using manufacturing processes that do not place undue burden on the environment. Our production management systems help us to ensure that the highest environmental protection standards are maintained and continually developed further. Our production's high vertical integration serves as the basis for manufacturing our products with the greatest possible resource conservation.



Strategic goals

- To systematically and continuously reduce environmental impacts of our production
- To improve climate protection by continuously reducing our energy consumption and CO₂ emissions
- To use resources responsibly by reducing waste generation and rejects

Actions

- ▶ Introduction of environmental management at all of our self-owned production sites and continuous certification according to ISO 14001
- ▶ Introduction of a standardised and internationally compatible assessment system for energy consumption and standardising processes internationally
- ▶ Development of a system of key figures for the separation and definition of targets to reduce various types of waste and the creation of waste and to minimise rejects



Jörg Böttcher
Works Council



Michaela Gösse
Receptionist



At the Lingen site, water dispensers were installed at five locations inside the company, for the employees to use free of charge. Each employee also received two free drinking bottles to fill.

Thanks to the provision of free water dispensers and drinking bottles, I saved over 200 plastic bottles last year. So I was able to make a small personal contribution to environmental protection at work.



Field of operation:
Environment



Environment

The key objectives of the emco Group's sustainability programme are the avoidance of environmental pollution and the conservation of natural resources. To be specific, environmental protection means to us:

- Efficient use of resources
- Avoidance of environmental incidents
- Minimising the use of environmentally hazardous substances
- Efficient use of energy
- CO2 emission optimisation

In order to achieve these goals and keep making all our processes more sustainable, we consciously invest in new technologies and work with appropriate standards. Compliance with applicable legal regulations and our own, more far-reaching goals and requirements with regard to environmental protection have top priority.

Management approaches – international

Our environmental management ensures that our sites in Lingen (Ems) and Rödental are contaminated as little as possible. The emco Group does not own any land in protected areas, and no endangered species are threatened by our company. Special landscape protection is therefore not necessary, and we do not need to restore any previously destroyed natural habitats. Neither is a separate biodiversity management required that would go beyond our existing environmental management.

At our production sites in the Czech Republic, China, Turkey, France and Germany, our efficiency levels are high in relation to production processes and energy use. Using state-of-the-art technology enables us to produce in a very environmentally-friendly way, faster, more flexibly and at lower cost. With our production sites in Lingen and Rödental being certified according to the DIN EN ISO 9001 quality management system and the DIN EN ISO 14001 environmental management system, our high standards are regularly confirmed by independent experts. We will be audited according to the DIN EN ISO 9001 and DIN EN ISO 14001 standards once again in September 2019.

Our overriding goal is to continue to systematically and continuously reduce the environmental impacts of production.

Our key focus to achieve this goal is to introduce environmental management and continuous ISO 14001 certification at all our production sites. We are aiming for the proportion of all certified relevant sites to be 100%. In addition to the sites in Germany, we consider the production sites in the Czech Republic and Chuzhou in China to be particularly relevant. The sales sites are not relevant.





Field of operation:
Environment

Energy and climate

The glaciers in the Alps are melting, sea levels are rising, heat waves are increasing, storms and floods are wreaking havoc. Reducing CO2 emissions and countering climate change is one of the central challenges of our time. Reason enough for the emco Group to put our organisation’s resource consumption to the test.

Our stated goal here is to improve climate protection by continuously reducing our energy consumption and CO2 emissions.

4,433,621

kWh of electricity consumed by emco at its Lingen (Ems) site in 2018

326,378

kWh of electricity consumed by emco at its Rödental site in 2018

To achieve this, introducing a uniform and internationally compatible assessment system for energy consumption is key. This would standardise processes around the world. Actions need to be taken, in particular in logistics, to reduce CO2 emissions. As part of our system for evaluating suppliers, we now award evaluation points to suppliers if they have an ISO 50001 certificate, which demonstrates systematic energy management.

Wide range of energy-saving measures

- Around 70% of the lighting at the Lingen sites have been converted to LED. On average, we save about 63% of energy with LED compared to the old technology.
- Work & Charge: We offer free charging stations for e-bikes and electric scooters for employees in all three plants at our main site in Lingen.
- In the field of compressed air generation, we use energy-efficient compressors and regularly eliminate leaks.

The emco Group has initiatives at all levels to minimise the use of resources and bring them into line with environmental concerns. This applies both to our own processes and to helping our customers achieve their own sustainability goals.

Use of materials and preservation of resources

We strive to keep our waste as low as possible. Therefore, when selecting the material to be procured, we also take into account the type and quantity of waste it produces. Where we are unable to avoid waste, we try to reuse it or recycle it. For example, production waste, such as sprues and rejects, is collected, ground and put back into the manufacturing process. Waste records at the Lingen and Rödental sites are kept centrally by the waste management officer in accordance with the statutory provisions, and waste is disposed of by certified disposal companies. In the 2018 financial year, the volume of waste at the main site in Lingen amounted to about 1,270 tonnes.

We are currently developing a system of key figures to separate and define target values for the reduction of various types of waste. This will allow us to be even more selective, from a sustainable environmental point of view, when choosing materials.

The system of key figures will ensure a responsible use of resources and will help to reduce waste and rejects.



Key figures on waste

Waste at the Lingen (Ems) site	Total (t)	of which for recycling
Hazardous waste	42	27
Non-hazardous waste	90	-
Commercial waste for thermal recycling	107	-
Metals	471	471
Other separately collected waste (100% for recycling)	560	560
Plastics from the construction industry	169	
Wood	139	
Paper/cardboard	169	
Foil	38	
Other waste for recycling	45	
Total waste	1,270	



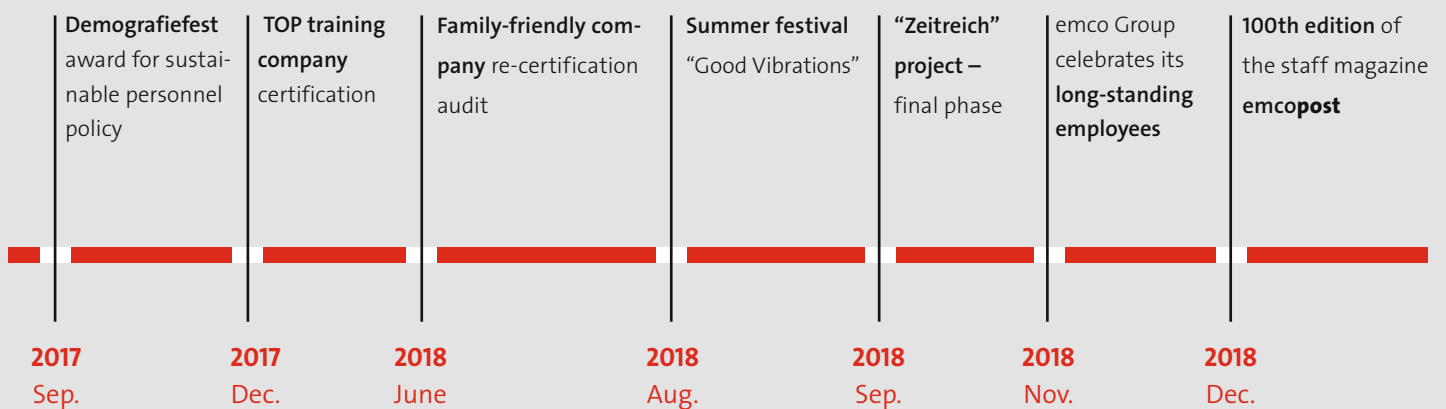


Field of operation:
Employees



Employees

The success of emco Group's sustainability activities is only made possible by employing the best staff. We provide our employees with ongoing professional development so that they are able to navigate the challenges posed by an ever-changing working world. At the same time, we invest in our employees' health maintenance and address their needs with respect to flexibility and achieving a balance between work and family, thereby creating an optimal working environment. Training and subsequent hiring of young people is a matter of course for us.



Strategic goals

- To provide a safe working environment for our employees
- To maintain and promote employee health
- To develop all employees through training programmes
- To enable employees to achieve a good work-life balance

Actions

- ▶ Keeping occupational health and safety topics current in the minds of all the professional groups by running awareness programmes and training
- ▶ Introduction of a company health management system
- ▶ Achieving “Demografiefest. Sozialpartnerschaftlicher Betrieb” (Demographically inclusive social partnership company) certification
- ▶ Achieving re-certification as a family-friendly employer by the Emsländische Stiftung Beruf und Familie (Emsland Foundation for Work and Family)

Anika Heidötting
HR Management



Frederike Nordmeyer
Demographics Agency for the Economy

In our company, there is certainly some talent which has the potential to take on more or different responsibilities, and we need to recognise this, promote it and put it into the talent pool.

”

By participating in the “Demografiefest – Sozialpartnerschaftlicher Betrieb” (Demographically inclusive social partnership company) certification, the emco Group is demonstrating its special commitment to sustainability. Goals for personnel recruitment or health and knowledge management are strategically thought out and consistently implemented. Everyone benefits: future, young and older employees.



Employees

As a responsible family business in the region, we believe in having a personnel policy that rewards and promotes the commitment of our employees.

We introduced a company health management system (BGM, Betriebliches Gesundheitsmanagement) during the reporting period, under the motto “Stay healthy, enjoy working at emco and be successful”. The BGM has two objectives: to continue to actively promote the health of its employees and to increase their commitment to their own health, particularly taking into account the consequences of demographic developments. The BGM’s specially created steering committee plays an important role in this. Its task is to review the achievement of objectives and to initiate, steer and coordinate projects within the BGM. The BGM steering committee consists of company management, personnel management, the occupational safety specialist and the works council.

Health and work-life balance

A holistic awareness of employee health is essential for sustainable and positive company development. The emco Group was very quick to realise this and has been promoting company sports activities at its main site in Lingen since about 1956. Around 18% of the staff there are actively involved. The range of sports offered is very varied and consists of at least five sports every year.

The emcofit programme is also an integral part of the emco Group's health activities. In the reporting period, about 190 employees took part in the company fitness programme (emcofit) and used the services offered in various associated facilities, such as fitness studios or swimming pools, as well as physiotherapy services.

The long-term goal is to also offer health programmes for all employees at the other sites, starting with the overseas sites in the Czech Republic and France.

As a "social partnership company", emco is continuously pursuing the goal of improving working conditions. In 2018, the ZEITREICH project allowed us to develop new working time models together with our employees (more on this in the interview).



emco childcare

emco childcare makes a very special contribution to the compatibility of family and work. In an emergency, employees at the main site can call a qualified and certified childminder to come to the house to look after their children if need be. This emergency support is provided for employees in collaboration with the "Wachstumsregion Ems-Achse e.V." association of which the emco Group is a member.

Company welfare counselling

In cooperation with SKM (Catholic Association for Social Services in Germany), the emco Group provides employees in Lingen with an external counsellor, who offers help in times of crisis, with addictions or with problems at work. Counselling is free of charge for emco employees (and their family members) and strictly confidential. In the reporting year, ten employees contacted the SKM seeking advice.

Family-friendly business

Since 2015, emco has carried the seal of approval for family-friendliness, which is awarded by the Emsländische Stiftung Beruf und Familie (Emsland Foundation for Work and Family) and valid for a period of three years. In 2018, the emco Group was successfully re-certified.

A key criterion in the evaluation is the credibility and authenticity of the commitment to reconciling family and work in the following five areas: corporate and leadership culture, communication, work organisation, support services.





Field of operation:
Employees



Protection and safety

Occupational safety is a key concern for the emco Group management board – especially in the area of production.

The overriding goal is to provide our employees with a safe working environment.

The number of reportable accidents at work in the reporting year was five (Lingen site), two of which were commuting accidents. After each accident, the cause is investigated in order to be able to take action to avoid repeat incidents. Our safety specialists are present in all our plants to help and advise on all questions regarding occupational safety and accident prevention at work (main site Lingen and Rödental).

The statutory Occupational Safety Committee (ASA, Arbeitsschutzausschuss) meets four times a year in coordination with the employer's liability insurance association and the company doctor. Its members are the company doctor, the works council, the executive board, the technical directors, the environmental officer, the safety specialists and personnel management.

Own initiatives: We have been looking after ergonomics for a long time. Almost 75% of the administrative workplaces at the Lingen site are equipped with a height-adjustable worktable. Our long-term goal is to roll these out to all the administrative workplaces at our main site.



Education, training and lifelong learning

Against the background of demographic developments in particular, we aim to create an age-appropriate and contemporary working environment. Training and education are highly significant to us. By supporting employees in achieving their individual goals, we want to increase their satisfaction.

The relevant superiors, in consultation with the human resources department, decide on the needs-based planning and implementation of training programmes in the company. We offer a modern working environment in order to attract and retain new talent. We connect with our employees on equal terms and give them their own individual design options.

With our “emcbase Personal” (emcbase staff) project, we want to get to know and develop our employees’ talents, interests and

skills, beyond job-related interests and abilities (talent pool). The aim is to promote and deploy them in the future according to their interests as best as possible. The talent pool approach will be put into practice following an individualized training concept. Further training programmes should also be rolled out at the production sites in the Czech Republic and China so that employees can be promoted and deployed in the future in the best possible way according to their interests.



Field of operation:
Employees

An interview with Heinz Pfeffer and Klaus Mensing



Klaus Mensing (left), Head of Legal Matters and Human Resources for emco Group, and Heinz Pfeffer (right), Managing Director of IG Metall (Rheine)

Mr Pfeffer, what are the demands on a medium-sized company like emco these days and how will it stay fit for the future?

Heinz Pfeffer: Digitalisation and the energy and mobility revolutions will bring dramatic changes in development, production, distribution and administration. Jobs will change significantly, simple activities will be eliminated or automated. New, challenging jobs will be created. We will not stop this change. Companies need to adapt. This is only possible with qualified and motivated employees, who are not afraid of this change. Companies have to recognise and promote the strengths of individuals, enable lifelong learning and define further training as a permanent management task. Fair pay, personal development opportunities and flexible working hours, which take into account both market requirements and the needs of employees, have also to be included. For us, collective agreements are also an essential factor in successfully implementing the upcoming transformation process. They ensure a minimum level of security. Especially in turbulent times, employees need this security in order to perform well in the company.

Mr Mensing, in the face of these demands and sustainable trends, such as the change in demographics, what is emco already doing, now, to meet the resulting challenges?

Klaus Mensing: We set a number of things in motion early on to meet these challenges and in some cases have already implemented them. We have launched a programme with the works council, called the “**emcobase Personal**” (emcobase staff) project, to develop our employees continuously and systematically in line with the changing requirements of their respective working environment. With this programme, we enable our employees to communicate the demands of their respective workplaces, their interests, skills and preferences. By getting to know and recording this information, we are able to develop and deploy these employees in a more targeted way according to their skills and interests.

Together with the AOK (General Health Insurance Fund), we have introduced a holistic company health management system (BGM, Betriebliches Gesundheitsmanagement) – a further building block in maintaining the health of our employees. With regard to the two programmes above, we were certified by the Demographics Agency of Lower Saxony in 2017 as a demographically inclusive company. We have been investing in vocational training for young people for years and are certified as a TOP training company by the Chamber of Industry and Commerce responsible for us. We are also certified as a family-friendly employer by the Emsland Foundation “Family and Work”. As such, we provide our employees with emergency care for their children.

All these measures we have implemented are sustainable, since the certifications are not granted on a permanent basis, but must be renewed through regular re-certification, which requires constant further development on our part. We have been providing our employees with a company fitness programme for many years as well as with the opportunity to take part in company sports, which also serves to promote and maintain the health of our employees. We introduced a social pact years ago, long before the new rules on the strengthening of company pensions was introduced. In the case of deferred compensation, we pass all of the social security contributions we have saved on to our employees, not just some of them, as the new legislation requires. At the beginning of the year, to give one final example, we finalised the “Zeitreich” project, sponsored by the Federal Ministry, which focused on developing working time models in an area of high tension, flexibility requirements from the employer’s point of view and time sovereignty as an employee need. The result was the conclusion of two company agreements, one on mobile working and the other on the new rules on flex accounts. This project is also a social partnership project in which employers’ representatives and employees’ representatives developed the results together, with significant employee participation by means of surveys and workshop participation.

Mr Pfeffer, Mr Mensing, how does the partnership between trade union and employer affect success?

Heinz Pfeffer: There are, of course, areas of conflict between trade unions and employers, including disagreements over the amount of pay or working hours. The solution to these conflicts involves a fair balance between the different interests. At the same time, there are a common interest and common goals in many subject areas. How do we secure the demand for skilled workers in the company and the region? What motivates highly qualified employees to move to Emsland? This is about pay, but also about family and work, occupational health and safety, research and development. Cooperation between universities and companies plays a major role here.

Klaus Mensing: I can only endorse what Mr Pfeffer said. Only an economically healthy company is in a position to create and maintain secure jobs and to pay fair and appropriate wages. Only with motivated and well-trained employees is it possible for us to be a sustainable and permanently economically successful company. Both sides are therefore dependent on achieving a fair balance between their respective interests in order to be successful in the long term.

Mr Pfeffer, you have known the emco Group for quite some time now. How would you describe emco in one sentence?

Heinz Pfeffer: The emco Group is an innovative family business with strong roots in Emsland and an international outlook. It is aware of its responsibility for its employees, the region and the preservation of the environment.

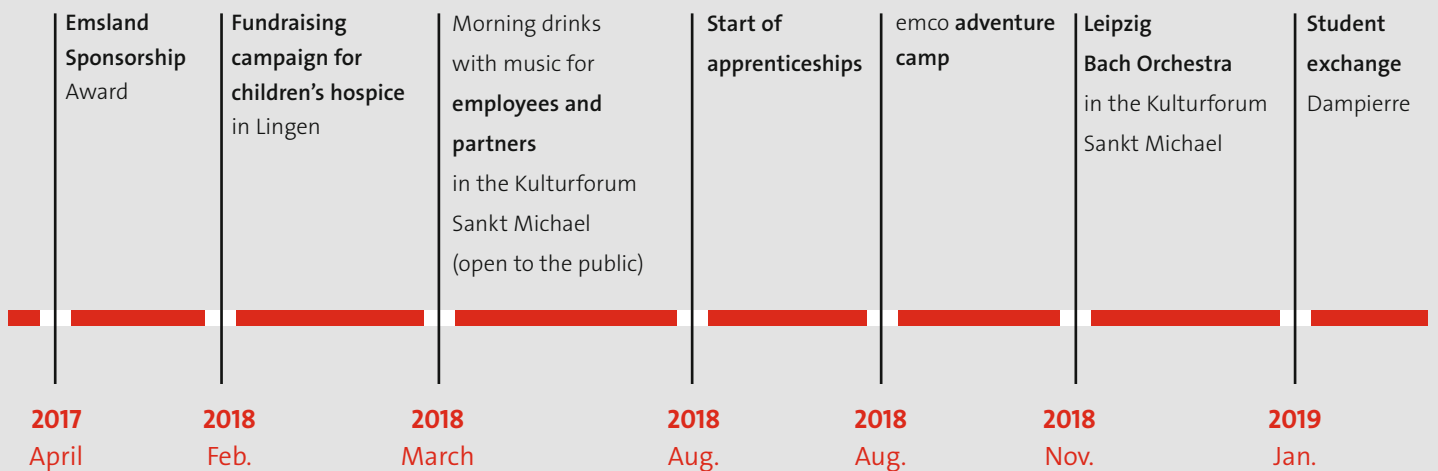


Field of operation:
Society



Society

We take responsibility for our sites and the regions in which we operate. Our staff desire a liveable community environment for themselves and their families, and we do our part here too. We view ourselves as an active participant in the shaping of our sites and invest in both cultural and social projects to this end.



Strategic goals

- To add value to the region at our Lingen site by providing secure jobs
- To develop young people in their education
- To live and breathe diversity and to enable people with disabilities to participate in working life
- To support cultural establishments at our Lingen site and thereby make a contribution towards creating a pleasant environment
- To support young regional artists in the fields of music and art
- To develop the social and integrative skills of employee's children through holiday camps

Actions

- ▶ At least 500 active employees at our Lingen site
- ▶ Ten apprenticeships offered annually by the emco Group training initiative
- ▶ Supporting the Christophorus-Werk Lingen e.V. by staffing the "Inclusion" advisory committee
- ▶ Supporting the Kulturforum Sankt Michael with eight events per year
- ▶ Supporting the "Jugendkulturpreis Talente" (Youth Culture Talent Award), which is held every three years
- ▶ emco adventure camp for leisure time



Mr Willenbrock
Retired employee



Nele Willenbrock
Trainee



Erwin Müller GmbH has been a successful family business for over 70 years. Since 1979, I have been allowed to run the company in a leading position, together with the managing partner. Our commercial goals have always been characterised by sustainability and employee satisfaction. Success can be measured by the high number of long-standing employees. Many employees recommend their children to do an apprenticeship here. Two to three generations are working for the emco Group. I, too, recommended my grandchildren to do an apprenticeship at emco. Two of them took this opportunity.

The term emco has meant something to me since I was little, and not just to me. Especially in our region, the group of companies is known as an attractive employer. I have not regretted my grandfather's recommendation to start an apprenticeship at emco. I am very happy to be able to learn in a company with a very family-conscious corporate culture, where teamwork and helpfulness are emphasised.



Added value at our sites

As one of the largest employers in the region, emco has always had close links with the Lingen site and its home region (the district of Emsland). By providing secure jobs and adding value here at the Lingen site, we make a sustainable contribution to social development and social security in the region. It should also remain this way in the future.

We have therefore set ourselves the goal of permanently employing at least 500 active employees at our headquarters in Lingen.

Public welfare is close to the heart of the emco Group and the promotion of social, cultural and societal projects plays an important role in the company. emco supports projects at various sites. The selection of activities is based on the aforementioned principles and objectives. We also make an important contribution to society by adding value at the Lingen site as well as training and promoting young people.

Promoting diversity

Inclusive business

emco is rated an “inclusive company” and has been a partner for enabling people with disabilities to participate in working life since 2014. As part of this cooperation, emco agrees to offer internships or permanent employment at an outsourced workshop at the Lingen (Ems) site. We do this to give people with disabilities the option of transferring to an employment relationship later, which is then subject to social insurance contributions.

With this project, the emco Group enables at least four people with disabilities to participate in working life each year.

emco Group’s sponsored children

For many years, emco Group employees have supported various sponsorships around the world with the CCF (Charitable Child Fund) donation account, giving children in need the chance for a better future. Five sponsorships were maintained in 2018 thanks to a voluntary donation of €0.26, which has been deducted monthly from the payroll. The current sponsored children come from Sri Lanka, Zambia, Kenya, Uganda and Ecuador and are cared for by the children’s charity “ChildFund Deutschland”.

emco Group donates to a children’s hospice

A spontaneous appeal became a great success. An employee-driven initiative led to a spontaneous donation being made to the Lingen Hospice in 2018. Shortly before Christmas, small money boxes were set up throughout the company in which emco employees could donate to the children’s hospice. The staff liked the initiative so much that a large amount was collected, which management then added to.

emco adventure camp

For many years now, emco has offered a summer camp for employees’ children at the Lingen site during the summer holidays.

Each year 15 children are able to take part. Our aim is to offer the “emco adventure camp” in the Czech Republic and China, too.

Volunteering project at emco Novus Hong Kong: social partnership with “Food Angel”

Our subsidiary company, emco Novus International Ltd. Hong Kong, was awarded the “Caring Company Scheme Award 2017/2018” for its commitment to society, the environment and employees.

Along with other initiatives, the employees decided to support the aid organisation “Food Angel” by making a voluntary personal contribution. Food Angel collects surplus food from supermarkets, hotels and markets and distributes it to those in need. In Hong Kong, the food is also used to cook meals, pack them into containers and deliver them.

Charitable idea from the employees in the Czech Republic: colleagues call for clothing donations

The idea came from three colleagues in the sales department: to set up a small market stall in the canteen of the Novus Cesko factory to sell used and donated clothing. It quickly turned into a wonderful, sociable afternoon with lots of fun for young and old. Management added a contribution to the proceeds from the sale of the donated clothes, and the money was donated to the children’s home in Raspenava. The young employees received further support and help for their initiative from colleagues and friends, who transformed the company premises into a children’s park on 19 May 2018, with a bouncy castle, pony rides and refreshment stands.





Field of operation:
Society

Apprenticeships and educational programmes

Many of the emco Group's managers have come from within their own ranks. We continually invest in our employees – including the next generation. The training rate at the German sites is 4.6 per cent. In the 2018 reporting year alone, nine young talents started an apprenticeship. We run training in a total of twelve different professions. The emco Group's commitment to a sustainable personnel policy is also reflected in its award as a Chamber of Industry and Commerce TOP training company. The company was successfully audited and certified with a seal of quality in July 2018. This seal confirms the high-quality training the junior specialists receive at the emco Group. We also offer training as part of a dual course of study (an undergraduate course combining theory with practice), in which you can choose between four different fields of study. In 2018, there were six dual students in the company.

We want to continue the scope of this training and have therefore set ourselves the goal of offering at least ten apprenticeships each year.

Emsland Scholarship

The emco Group sponsors the “Emsland Scholarship – Business Meets Talent” programme. This strengthens the close ties between regional companies and the Osnabrück University of Applied Sciences, Lingen campus, and young talent will be given the opportunity to complete internships, write their dissertations and gain their first practical experience in the sponsor companies.

Commercial apprenticeships

IT specialist for system integration •
Industrial clerk • Forwarding and logistics services clerk

Technical apprenticeships

Electronics technician for industrial engineering • Warehouse logistics specialist • Industrial mechanic • Mechatronics engineer • Product finisher •
Technical product designer • Process mechanic for plastics and rubber technology • Cutting machine operator • Tool mechanic

Dual degree programmes

Bachelor of Arts – Business Administration • Bachelor of Engineering – Industrial Engineering • Bachelor of Engineering – Technical System Engineering • Bachelor of Science – Business Informatics



Promoting culture

Kulturforum Sankt Michael e.V.

The Kulturforum Sankt Michael in Lingen (Ems) has been a popular meeting place for over fifteen years with a large concert and theatre hall (400 seats) in a former church. To date, the project has been managed by the voluntary members of the “Kulturforum Sankt Michael e.V.” association and financed by the emco Group Lingen (see interview).

Jugendkulturpreis Talente (Youth Culture Talent Award)

emco supports and sponsors the highest-endowed private youth culture award in Germany. Every three years, a sponsorship is awarded to talented young artists from the region in the fields of music, literature, visual arts, dance and art.





Field of operation:
Society

An interview with Christian Gnaß and Dieter Krone



Christian Gnaß (left) and the Lord Mayor of Lingen Dieter Krone (right) in a joint interview on the promotion of culture in Lingen (Ems)

Mr Gnaß, the emco Group has been promoting social and cultural projects in the region for many years with its strong attachment to its home. How important is promoting culture to emco?

Mr Gnaß: In the past, social and cultural projects were supported with great passion by Harald Müller. The Kulturforum Sankt Michael, which he founded in 2003 together with culture aficionados, is very closely connected with his name. The former church is still considered the “most beautiful division” of emco today and has been a popular meeting place for over 15 years, with a large concert and theatre hall.

In November 2016, the emco Group was awarded the German Arts Sponsorship Award by a top-ranking jury for its commitment to the “Kulturforum Sankt Michael” project. This award symbolises the high level of appreciation for the important cultural work and long-term cultural sponsorship carried out by a German owner-managed company for its region and encourages the participants to continue the project, which is now attracting attention and relevance from beyond the borders of the region.

Mr Gnaß, the Kulturforum will close for renovations in 2019. What will the physical changes be and how will the emco Group support the Lingen cultural institution in the future?

Mr Gnaß: Specific plans are to divide the church into three floors. The first two are to be shared by a daycare facility. A large room for Kulturforum events is to be created in the attic. Up to now, the project has been run by the voluntary members of the Kulturforum Sankt Michael e.V. association and fully financed by the emco Group Lingen. emco would like to continue to support the cultural establishments in Lingen, making a contribution to creating a pleasant environment to live in by offering at least eight events a year there.

Mr Krone, how important is commitment like this by companies like emco for the region? And to what extent do social and cultural projects promote the Lingen site?

Mr Krone: It is hugely beneficial to Lingen that companies such as the emco Group have a high social and cultural involvement in the region. The growing population shows that Lingen is an attractive place to live in. “Soft” site factors in particular play a major role in this, such as the wide range of cultural events on offer. By supporting cultural projects in our city in many different ways, the emco Group contributes to Lingen’s attractiveness – it is hugely enriching for the entire region. On the other hand, this commitment also expresses the company’s attachment to the site, of course. We can consider ourselves lucky that the origins of the emco Group are in Lingen and that the head office with over 600 employees is still located here today.

Mr Krone, how can innovative models of cultural promotion be initiated?

Mr Krone: Lingen is a cultural metropolis for the entire region. Theatre, art and culture are deeply rooted in Lingen, not least because the council and administration have always promoted culture and still do. The World Festival of Children’s Theatre, the Lingen Art Gallery and the “Theater an der Wilhelmshöhe” or the EmslandArena can certainly be given as examples.

We are currently working to ensure that the “Lautfeuer” festival (Abifestival) will once again attract many young music-loving visitors to Lingen under its new name in 2019. Lingen’s little ones are already receiving cultural input from the services offered by, for example, the educational theatre centre and the art school. The Educational Theatre course and the Burgtheater are also continually starting new cultural projects. The cultural scene is very active and has a wide network. Culture plays a very important role in Lingen and the people involved appreciate that culture is valued and promoted here.

Mr Gnaß, what do innovative cultural promotion models mean to employees and how are they related to creativity and innovation?

Mr Gnaß: The Kulturforum is a multifunctional place for art and culture as well as for communication and meetings. Over the years, internal events such as staff meetings, annual traditional concerts such as the Leipzig Bach Orchestra or the tribute to employees’ work anniversaries have taken place on the festively decorated stage.

Mr Krone, how significant is emco to the city of Lingen and the region?

Mr Krone: The emco Group is one of the largest employers in the region and, as a long-established family business, also operates very successfully in international markets. The Lingen-based company has always been characterized by a great willingness to innovate. This courage and will have paid off: the emco Group has become the market leader in many segments. Lingen also benefits from this, in that the economic success of the family business has contributed significantly to the economic strength of our city for many years. In addition to this, the company is also involved in social and cultural projects in Lingen – for example, the Kulturforum Sankt Michael will continue to enrich our city’s plethora of events after its renovation. Lingen benefits from this involvement in many ways.

Overview of key figures

Total staff by region (country)

Germany	760
Czech Republic	264
China (emco China, Novus China, emco EET)	213
Turkey	7
France (emco Bau and Novus)	46
including trainees and excluding temporary staff (see below)	

Key figures on personnel structure (Germany)

Total number of employees	760
of which women	239
of which men	521
Breakdown of employees according to type of employment	
of which commercial	412
of which industrial	314
temporary workers (not incl.)	15
of which trainees	34

Breakdown of employees according to working time model

of which part-time	94
of which women	75
of which men	19
of which full-time	666
of which women	164
of which men	502

Key figures on parental and care leave* (Germany)

Number of employees on parental/care leave	13
of which women	12
of which men	1

Age, length of service

Average length of service in years	15.87
Average age of employees in years	45.56
Age structure	
under 30 years old	111
30–50 years old	296
over 50 years old	353

Fluctuation Germany

Fluctuation rate = disposals/average number of employees 2018	18%*
Average number of employees 2018	775
Departures 2018	141

* Division move: Divestment of emco Klimatechnik and its move to Kampmann GmbH - 60 employees affected

GRI requirements

		GRI Standard/Specification: Core option	Reference and comment	Page
GRI 102: General information 2018 Organisational profile	102-01	Name of organisation	Company profile	6
	102-02	Activities, brands, products and services	Company profile	7
	102-03	Location of headquarters	Company profile	4, 6
	102-04	Business premises	Company profile	5
	102-05	Ownership and legal form	Company profile	6
	102-06	Markets served	Company profile	7
	102-07	Size of the organisation	Company profile	4
	102-08	Information on employees and associates	Overview of key figures	4, 42
	102-09	Supply chain	Suppliers and value chain	18
	102-10	Significant changes in the organisation and its supply chain	no significant changes (2018)	
	102-11	Precautionary principle and measures	Sustainability goals, Management approaches	9, 23
	102-12	External initiatives	Foreword by the management board, Suppliers and value chain	2, 18
	102-13	Membership in associations	Memberships and awards	1, 19
GRI 102: Strategy	102-14	Statements by senior executives	Foreword by the management board	2, 3
GRI 102: Ethics and integrity	102-16	Values, guidelines, standards and codes of conduct	Corporate culture, Compliance	11
GRI 102: Corporate management	102-18	Management structure	Company profile	6
			Sustainability management	11
GRI 102: Stakeholder involvement	102-40	List of stakeholder groups	Stakeholders	10
	102-42	Identifying and selecting stakeholders	Stakeholders	10
	102-43	Approach to stakeholder engagement	Stakeholders, Foreword	3, 10
	102-44	Key topics	Materiality	10
GRI 102: Reporting procedure	102-45	Entities mentioned in the consolidated financial statements	About this report	1
	102-46	Setting report contents and topic boundaries	About this report	1
	102-47	List of key topics	Materiality	10
	102-48	Reformulation of information	About this report	1
	102-49	Changes in reporting	About this report	1
	102-50	Reporting period	About this report	1
	102-51	Date of current report	About this report	1
	102-52	Reporting cycle	About this report	1
	102-53	Contact details for questions about the report	About this report	1
	102-54	Agreed statements on reporting	About this report	1
	102-55	GRI content index	GRI requirements	42-45
102-56	External audit	About this report	1	
GRI 201: Economic performance	201-01	Economic value directly generated and distributed	emco at a glance, Overview of key figures	4, 42
	201-02	Financial consequences of climate change and other risks and opportunities	To date, the financial impacts of climate change on the emco Group has been minimal and is therefore not included in detail in the reporting.	
	201-03	Obligations from defined benefit or other pension plans	Field of operation: Employees	28, 32
	201-04	Financial support from the government	Interview in Field of operation: Employees	33
GRI 204: Procurement practices	204-01	Percentage of expenses for local suppliers	Suppliers and value chain	18
	205-02	Information and training on anti-corruption policies and measures	and compliance	11
			and compliance	11
GRI 206: Anti-competitive behaviour	206-01	Legal proceedings in case of anti-competitive conduct or formation of cartels and monopolies	and compliance	11
GRI 301: Materials	301-01	Materials used according to weight or volume	Use of materials and preservation of resources	24
	301-02	Recycled raw materials used	Resource economy/efficiency P3 Share of green products	16, 17
	301-03	Recycled products and their packaging materials	Innovation, environmentally-friendly products	17

		GRI Standard/Specification: Core option	Reference and comment	Page
GRI 302: Energy	302-01	Energy consumption within the organisation	Management approaches – international, Energy and climate	23, 24
	302-03	Energy intensity	Energy and climate	24
	302-04	Reduction of energy consumption	Energy and climate	24
GRI 304: Biodiversity	304-03	Protected or restored habitats	Management approaches – international	23
GRI 305: Emissions	305-01	Direct GHG emissions (Scope 1)	Energy and climate	24
GRI 306: Waste water and waste	306-02	Waste by type and disposal method	Use of materials and preservation of resources, Key figures on waste	24, 25
	306-03	Significant leakage of harmful substances	No harmful substances leaked during the reporting period	
GRI 307: Environmental compliance	307-01	Non-compliance with environmental laws and regulations	Compliance with environmental regulations is controlled by the ISO 14001 management system implemented within the company.	11
GRI 308: Environmental assessment of suppliers	308-01	New suppliers who have been assessed against environmental criteria	Suppliers and value chain	18
	308-02	Negative environmental impacts of the supply chain and measures taken	Quality and safety	15
GRI 401: Employment	401-01	New employees and employee turnover	Apprenticeships and educational programmes, Overview of key figures	38, 42
	401-03	Parental leave	Overview of key figures	42
GRI 402: Employer-employee relationship	402-01	Minimum notification period for operational changes	After resolution adopted by the responsible works council in a process agreed with them and with a jointly agreed deadline.	
	403-01	Occupational health and safety management system	Protection and safety	30
GRI 403: Occupational health and safety	403-02	Hazard identification, risk assessment and incident investigation	Protection and safety	30
	403-03	Occupational medical services	Health and work-life balance	29
	403-04	Employee participation, consultation and communication on occupational health and safety	Materiality, Protection and safety	28, 30
	403-05	Employee training on occupational safety and health protection	Materiality, Protection and safety	28
	403-06	Promotion of employee health	Materiality, Health and work-life balance	28, 29
GRI 404: Training and education	404-01	Average number of hours per employee per year for training and education	The average number of hours cannot yet be recorded representatively. For the future, we are working on a recording method that enables representative monitoring.	
	404-02	Programmes to improve the skills of employees and to provide transitional assistance	Education, training and lifelong learning, Interview	30, 31
	404-03	Percentage of employees receiving regular performance and career development reviews	Education, training and lifelong learning, Interview in “Field of operation: Employees”	30, 31
GRI 405: Diversity and equal opportunities	405-1	Diversity in management bodies and employees	Promoting diversity, Table of key figures on employees	37, 42
GRI 406: Equal treatment	406-01	Incidents of discrimination and remedial action taken	and compliance	11

GRI 407: Freedom of association and collective bargaining	407-01	Business locations and suppliers, where the right to freedom of association and collective bargaining may be at risk	The right to freedom of assembly and collective bargaining is enshrined in German law. In order to minimise the risk of endangering the freedom of assembly and collective bargaining in the supply chain, in 2019 we are obligating 100% of our A suppliers to comply with our Supplier Code of Conduct. We are not aware of any incidents during the reporting period.	
GRI 408: Child labour	408-01	Business locations and suppliers with a significant risk of incidents of child labour	We are BSCI-certified at our site in China. To minimize the risk of child labour in the supply chain, in 2019 we are obligating 100% of our A suppliers to comply with our Supplier Code of Conduct. We are not aware of any incidents of child labour during the reporting period.	18
GRI 413: Local communities	413-01	Business locations with involvement of local communities, impact assessments and support programmes	Added value at our sites	36-41
GRI 414: Social evaluation of suppliers	414-01	New suppliers who have been assessed against social criteria	Suppliers and value chain	18
	416-02	Violations relating to the health and safety impacts of products and services	Quality and safety	15
	417-02	Violations relating to product and service information and labelling	None	
	417-03	Violations relating to marketing and communication	and compliance	11
GRI 418: Protection of customer data	418-01	Well-founded complaints regarding breaches of data protection or loss of customer data	Compliance, Data protection	11
GRI 419: Socio-economic and compliance	419-01	Non-compliance with social and economic laws and regulations	and compliance	11

Erwin Müller GmbH
Breslauer Straße 34–38
D-49803 Lingen (Ems)
Tel.: +49 (0) 591 9140-0
Fax: +49 (0) 591 9140-811
info@emco.de

www.emco-group.de

Architecture

Worklife

Mobility

