



# Dialogue. Responsibility. Future.

Sustainability Report 2022

Revised edition



# 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 published its sustainability report for the first time in 2019. This updated report is for the financial year from 1 January to 31 December 2022. The next report will comply with the Corporate Sustainability Reporting Directive (CSRD), including Environmental, Social and Governance (ESG) elements. 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](http://www.emco-group.de)

## Contact person for queries and notifications:

[sustainability@emco.de](mailto:sustainability@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



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## Doing the right thing

The emco Group has been a successful, independent family-run company for over 75 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	147,3
Equity	41,5
Equity ratio	41,3 %
Capital expenditure	6,5

Total staff by region at production plants (country)	
Germany	720
Czech Republic	249
China	157
France	65
Total	1191

including trainees and excluding temporary staff

Dahle USA



Erwin Müller GmbH **P**

emco  
Polska Sp.z.oo.  
Polen

emco Novus  
Middle East Trading LLC  
Dubai

emco Novus  
International Ltd.  
Hongkong

emco Precision  
Hardware Products  
(Chuzhou) Co., Ltd **P**

Tochtergesellschaften  
*Daughter companies  
subsidiaries*



emco Bad GmbH

**FRASCO**  
GERMANY

Fraas Spiegel  
GmbH & Co. KG  
Deutschland



emco Bautechnik GmbH

emco France SAS **P**  
Dampierre  
Frankreich

emco Bautechnik  
Ges. m.b.H.  
Pasching / Österreich

emco  
Schweiz AG  
Lenzburg / Schweiz

emco  
Spain S.L.U.  
Barcelona / Spanien



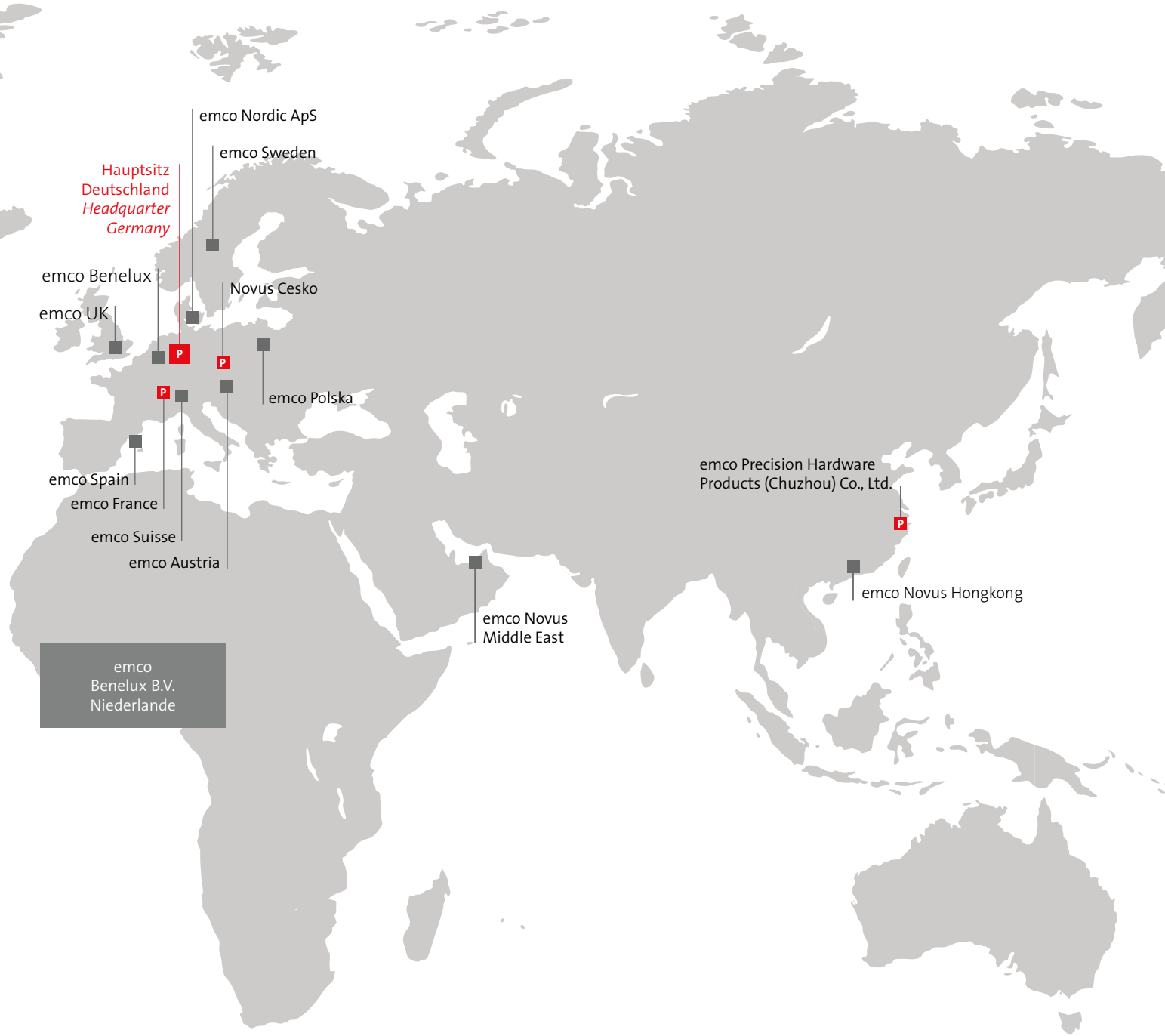
Novus Dahle GmbH

Novus  
Cesko s.r.o.  
Tschechien **P**

Dahle  
North America Inc.,  
USA

Schneider-Novus-  
Vertriebs GmbH  
Weilheim  
Deutschland

Pelltech Ltd.  
Witney/Oxon  
England



### KAFLOOR

emco Nordic ApS  
Copenhagen  
Dänemark

emco Sweden  
filial  
Schweden

Kafloor Mats GmbH  
Gräfenhainichen  
Deutschland

EFIA GmbH  
Nürnberg  
Deutschland

emco Tex GmbH  
Gräfenhainichen  
Deutschland

■ Niederlassungen  
Subsidiaries

■ Beteiligungen  
Shareholdings

■ P Produktionsstätten  
Production sites

# 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 77-year history of the company. At the end of 2022, the company had around 1,200 employees worldwide. In addition to the parent company Erwin Müller GmbH, the emco Group comprises a total of 17 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.

## 6 Geschäftsbereiche 6 divisions



### emco Bad *emco Bath*



Bad-Accessoires  
*Bathroom accessories*



Lichtspiegel  
*Illuminated mirrors*



Spiegelschränke  
*Mirror cabinets*



WC-Module  
*Modules for WC*



Lichtspiegel  
*Illuminated mirrors*

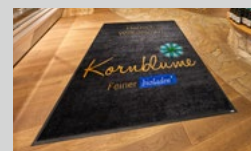
### emco Bau *emco Building*



Eingangsmatten  
*Entrance mats*



Sauberlauf  
*Clean-off*



Teppichmatten  
*Carpet mats*



Schwimmbadroste  
*Swimming pool gratings*



Eingangsmatten, Sauberlauf  
*Entrance mats, Clean-off*



Due to the diversified product range, the emco Group is divided into three divisions: emco Bath, emco Bau and Novus Dahle. 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

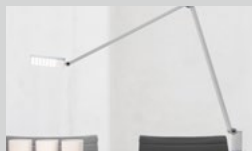
procurement agencies or catalogue suppliers. Today, the emco Group has a global presence as a successful provider of tailor-made technology and design solutions.



**Novus Büro**  
*Novus Office*



**Heftgeräte, Locher**  
*Staplers, perforators*



**Designleuchten**  
*Design luminaire*

**Novus Mehrplatzsystem**  
*Novus More Space System*



**Mehrplatzsystem**  
*More Space System*



**Novus Werkzeuge**  
*Novus Tools*



**Elektrotacker**  
*Electric tacker*



**Handtacker**  
*Hand tacker*



**Dahle Büro**  
*Dahle Office*



**Schneidemaschinen**  
*Cutting machines*



**Aktenvernichter**  
*Document shredders*



**Präsentationssysteme**  
*Presentation systems*



**Schneidegeräte**  
*Cutting instruments*

# 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

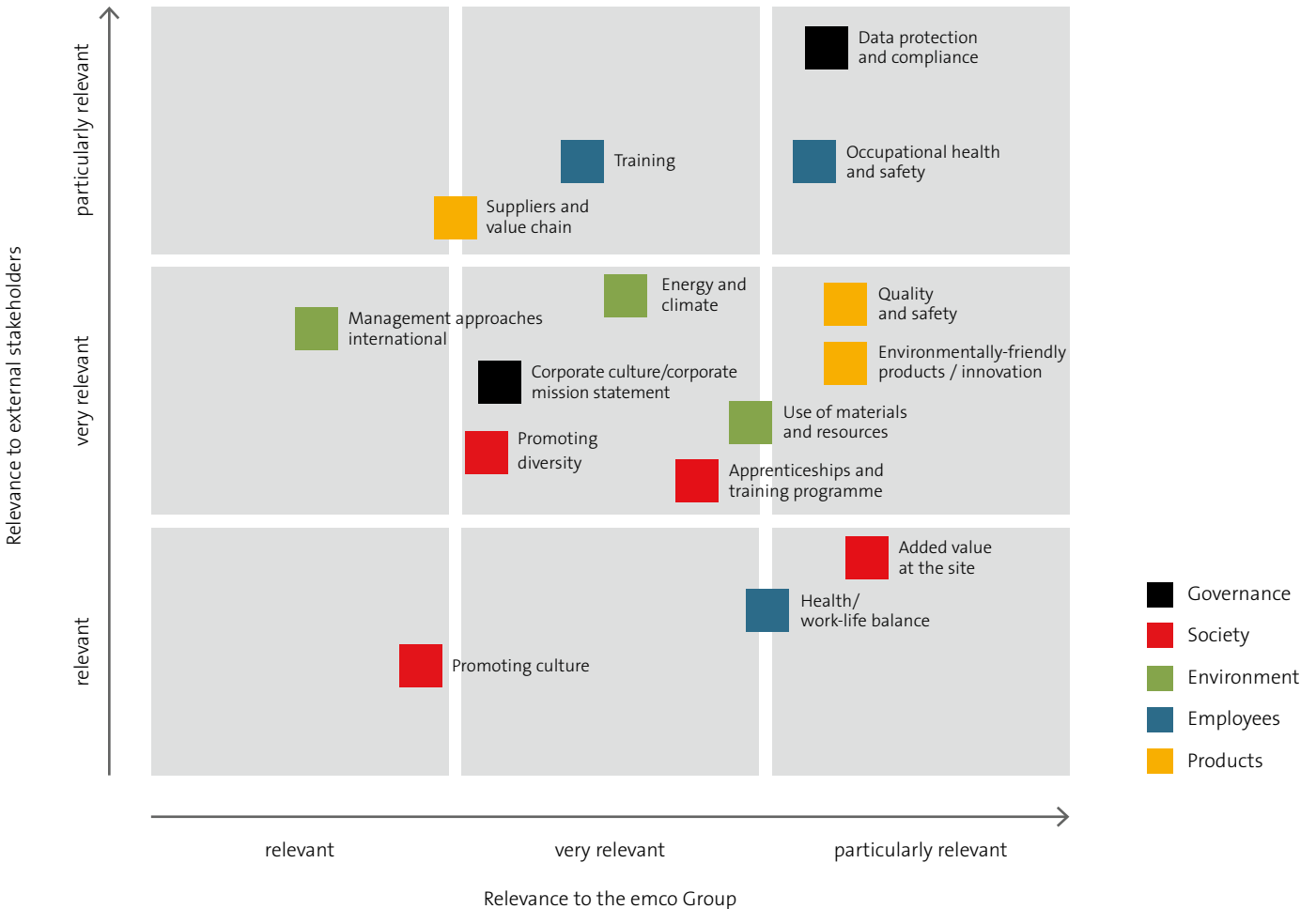
- To add value to the region at our Lingen site by providing secure jobs
- To develop young people in their education
- To live and breathe diversity and to enable people with disabilities to participate in working life
- To make a contribution towards creating a pleasant environment by providing specific 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 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.

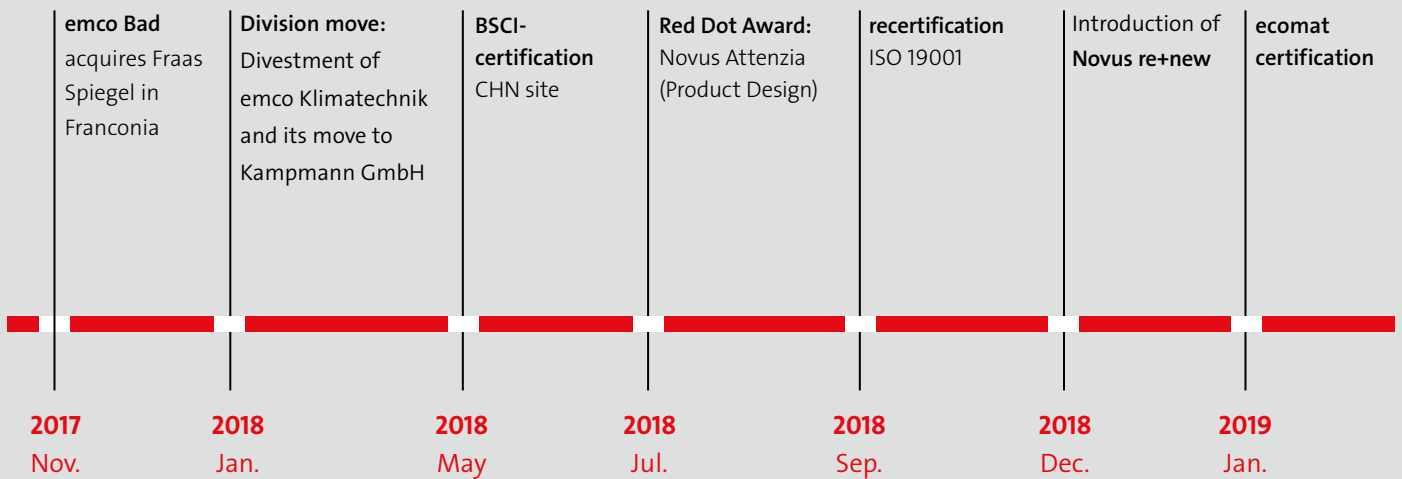


Field of operation:  
Products



## 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 a 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



Klaus-Jürgen Stüwe  
Head of Central Purchasing



Daniel Civric  
Head of SHEQ (Safety, Healthy,  
Environment, Quality)



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





## Quality and safety

The quality requirements of the emco Group are the same in every division, even if the products and processes are quite different.

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***Our constant and overarching goal is to offer high-quality and durable products to our customers.***

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We do this by striving for continuous improvement of tools and processes. We will only achieve our goal if we constantly question our actions. This is why we organise regular quality circle meetings in which supervisors and managers take part. Quality issues and improvement possibilities are discussed here, and the information is then passed on to the employees in the form of training and education. In addition, instructions are issued on a regular basis. This is particularly necessary in relation to safety and processes that are relevant to the environment. In order to improve product quality, the information and findings that Customer Services receive as part of a complaint are handled together with the specialist departments. The aim is to keep the number of

complaints at a low level despite the growing complexity of the products manufactured. We want to offer a proven high level of product safety to our customers. This is why we have all the relevant products in the Novus Dahle division, such as electric staple guns or document shredders, externally tested and certified on a voluntary basis with regard to product safety (e.g. TÜV Süd, Inter-tek). Our aim is to achieve 100%-voluntary additional product safety certification on all electrical devices at Novus Dahle that are certifiable. There were no incidents of non-compliance with regulations or voluntary codes regarding the health and safety impacts of products and services in the reporting year of 2018. The aim continues to be to market products which do not have any kind of safety issues.

In the 2022 reporting year, there were no incidents of non-compliance with regulations and voluntary codes relating to the impact of products and services on health and safety. The goal is still to sell products without any safety defects.



## 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 77 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 Lingen, 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.





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. A new aluminium processing centre was commissioned in the financial year 2020. This has led to increased energy efficiency and a reduction in scrap and offcuts.

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 recyclate 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 recyclate supplier having achieved certification according to the EU standard “EuCertPlast”. Just a few years ago, a group of plastics processors, plastics regrulators 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.



## 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 introduced a Supplier Code of Conduct in 2019 to help achieve this. Known as the SCoC, it includes a contract amendment with a commitment to sustainable operation. It is intended to ensure that 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 general guidelines and purchasing guidelines and forms the basis for all purchasing processes.

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***Our goal is for 100% of our A suppliers to meet the SCoC by 2022.***

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### **BSCI certification**

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

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

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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.

### What role does the topic of sustainability have in your product development?

In the financial year 2020, Project ECONYL® was launched, involving a highly innovative industrial research and innovation process, which will lessen the burden on the environment in the long term. Nylon waste, such as fishing nets that can no longer be used, scraps of carpet and fabric remnants, that would otherwise go to waste is collected and transformed into new yarn.



Dennis Kayser  
Product manager/ Distribution  
emco Bau

ECONYL® regenerated nylon offers exactly the same properties as newly manufactured nylon, but also achieves success by advancing sustainability. Waste material is not thrown away but is recovered, offering the following benefits:

- Ideal for waste management, effective against climate change
- Reduces the greenhouse effect of nylon by up to 90% compared to material made from oil
- Positive energy footprint thanks to recycled materials
- Reduced electricity and water consumption, lower CO2 emissions
- Nylon waste becomes regenerated ECONYL® yarn
- OEKO-TEX-certified yarn

### 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.



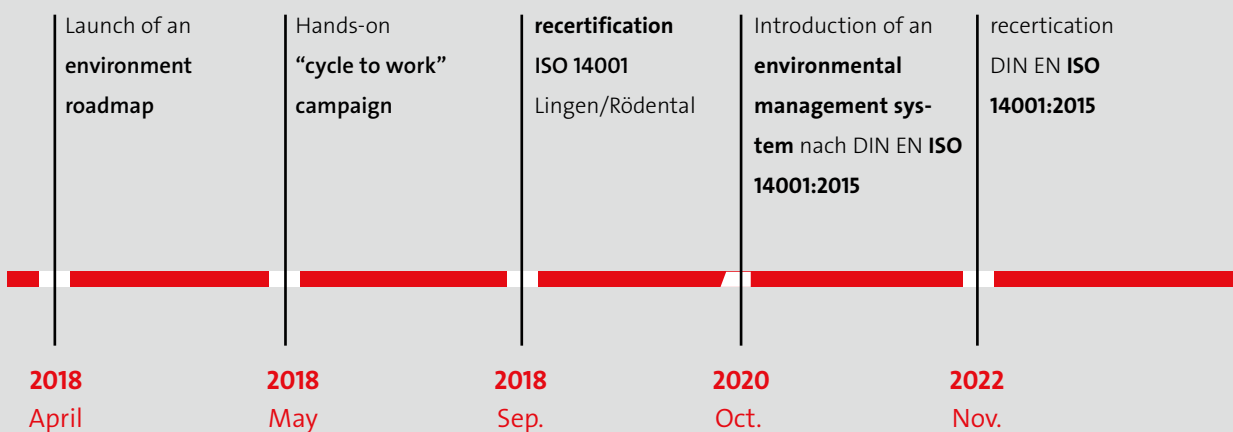


Field of operation:  
Environment



## 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 CO<sub>2</sub> 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 system ensures that our production sites have as little impact on the environment 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, 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 Germany and the Czech Republic being certified according to the DIN EN ISO 9001:2015 quality management system and the DIN EN ISO 14001:2015 environmental management system, our high standards are regularly confirmed by independent experts.

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

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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%. We consider all production sites to be relevant. The sales sites are not relevant.





## 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.***

**3,146,208    180,985**

Reduction in kWh electricity consumption at Lingen compared to 2018: 30%

Reduction in kWh electricity consumption at Rödental compared to 2018: 45%

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 85% of all lighting at the Lingen sites has been converted to LED.
- Work & Charge: We have provided employees at our main site in Lingen with free charging points for electric bikes, cars and scooters.
- In the field of compressed air generation, we use energyefficient compressors and regularly eliminate leaks.

## Use of materials and preservation of resources

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.

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 financial year 2022, the volume of waste at our main site in Lingen amounted to approximately 631 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.***



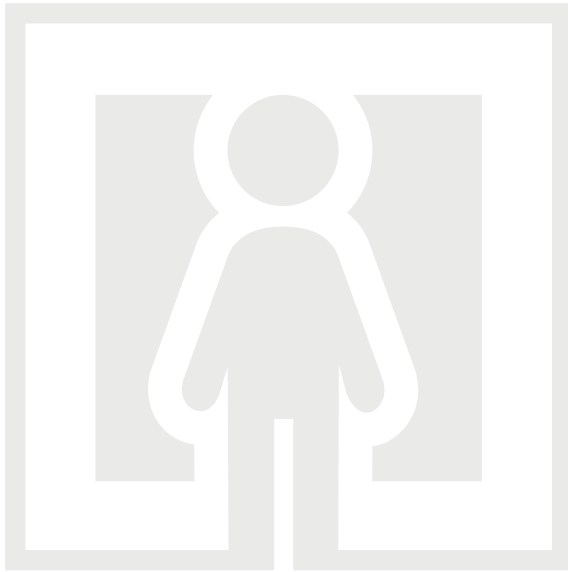
## Key figures on waste

Waste at the Lingen (Ems) site	total 2022 (t)	Reduction to 2028 (%)
Hazardous waste	38,97	-7,2
Commercial waste for thermal recycling	52,01	-51,4
Metals	288,01	-38,9
Other separately collected waste (100% for recycling)		
Glass	9,66	-41,2
Wood	120,88	-13,0
Paper/cardboard	98,84	-41,5
Foil	15,90	-58,2
Plastics/ripped carpet	7,00	-66,2
<b>Total waste</b>	<b>631,27</b>	



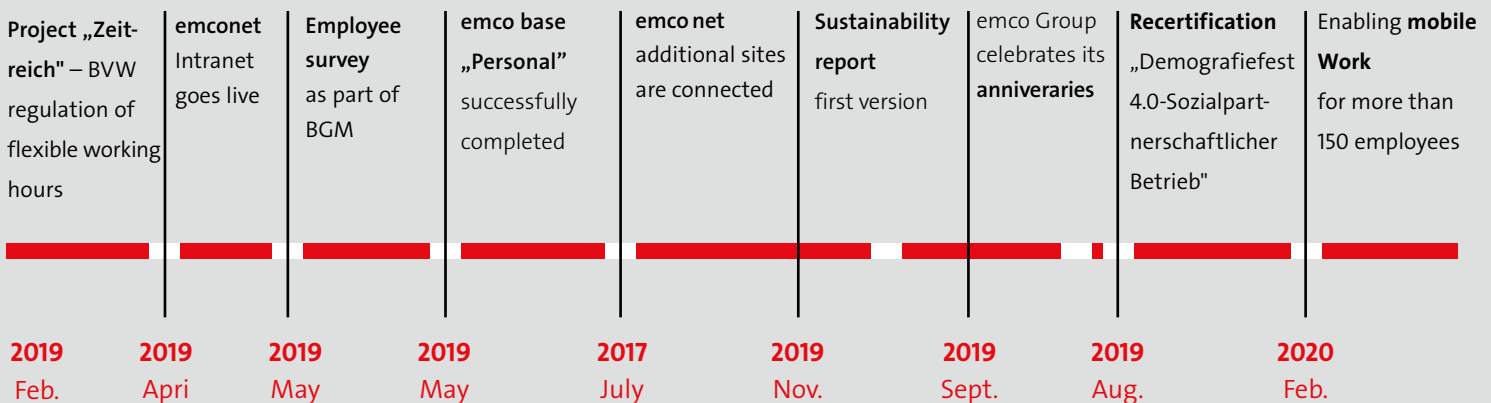


Field of operation:  
Employees



## 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

Anika Stover  
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.



Field of operation:  
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

Under normal circumstances, health promotion at the emco Group includes company sports and the emcofit company fitness programme. However, the coronavirus pandemic has had far-reaching effects here, as in all other areas.

Instead of promoting health, safeguarding took centre stage in 2020: right at the beginning of the crisis, business trips were limited to an absolute minimum, meetings were held virtually, sanitising stations were set up and free masks distributed. A great deal was achieved together: employees stopped using their flexitime accounts and worked from home whenever possible. The short-time working phase from the middle of April to the end of July also helped to implement distancing rules, until the compulsory wearing of masks when leaving work areas ensured the protection of employees from September onwards.

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*The long-term goal is to enable all employees to participate in a comprehensive company sports programme again, once the coronavirus pandemic has been defeated.*

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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 2022, the emco Group was successfully re-certified. (Valid until 2024). 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.





## Protection and safety

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

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

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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, Arbeits-schutzausschuss) 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 “emcibase Personal” (emcibase 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:  
Employee

## 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.

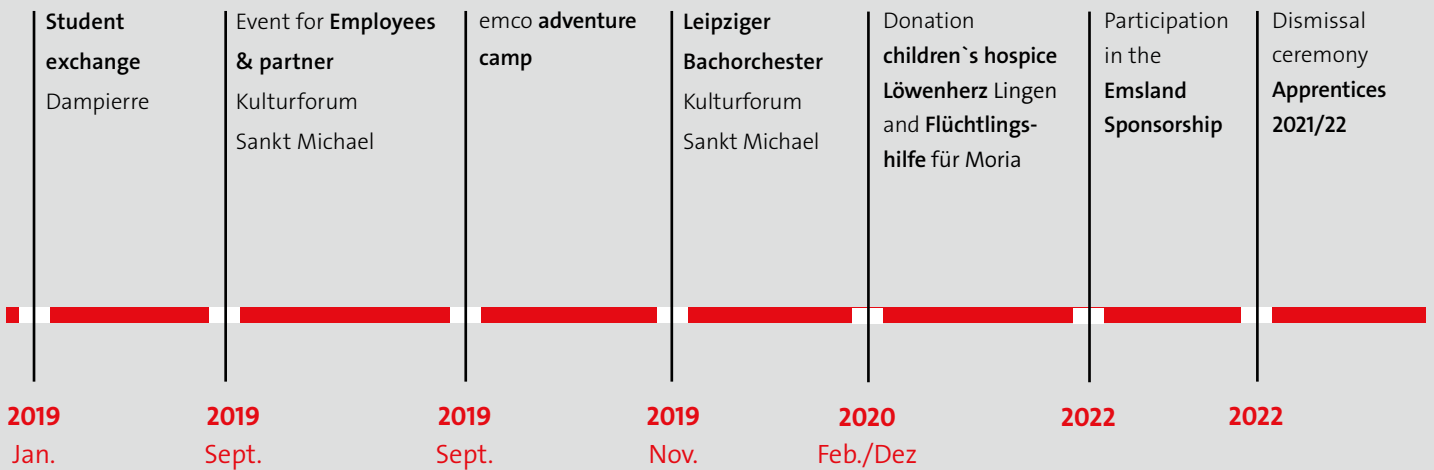


Field of operation:  
Society



## 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 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
- ▶ Regional sponsoring
- ▶ emco**adventurecamp** for leisure time



Alois Fährmann  
Head of logistics



Merle Fährmann  
IT



Erwin Muller GmbH has been a successful family-run business for 77 years, providing job security for several generations. The success of a business can be measured by its high number of long-term employees. This is why many colleagues recommend their children, grandchildren, nieces and nephews complete an apprenticeship here. A few years ago, I also advised my daughter to start an apprenticeship at emco. She seized the opportunity and is now a permanent member of our IT team.

I have been aware of the term emco since I was little, and so have many others. This is particularly true in our region where the group of companies is recognised as an attractive employer. I have not regretted taking my father's advice and am very lucky to work in a company with a very family-oriented corporate culture and where the emphasis is on teamwork and a readiness to help.



Field of operation:  
Society



## 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.

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

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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.

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

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### **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”.

### **emcoadventurecamp**

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

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***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.***

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### **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.

### **emco Group donates to a children’s hospice**

A spontaneous appeal led to enormous success. In an employee-driven initiative, the staff was called upon to donate to the Lingen hospice. Shortly before Christmas, small money boxes were set up throughout the company so that emco employees could donate to the children’s hospice. The whole workforce was so engaged with the initiative that a substantial amount was collected, which was then topped up by the executive board.





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 3.2 per cent. In the 2022 reporting year alone, eight 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 2022, there were six dual students in the company.

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

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### **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.**

Since its foundation 20 years ago, the charitable association's aim has been to enrich the cultural life of Lingen with classical, jazz and blues concerts. Its focus continues to be on developing regional youth and talent – something which lay close to the heart of the late founder of the association, Harald Müller. emco CEO Christian Gnass took on the chair of the association following Harald Müller's death in order to maintain this commitment into the future through the support of the main sponsor, the emco Group. As in many other aspects of life, cultural activity obviously suffered badly due to the coronavirus pandemic. This means the Kulturforum Sankt Michael will probably not be able to open its doors again until the summer of 2023.



# Overview of key figures

## Total staff by region (country)

Germany	720
Czech Republic	249
China	157
France (emco Bau und Novus)	65
including trainees and excluding temporary staff (see below)	

## Key figures on personnel structure (Germany)

Total number of employees	720
of which women	236
of which men	484
Breakdown of employees according to type of employment	
of which commercial	407
of which industrial	294
temporary workers (not incl.)	8
of which trainees	19

## Breakdown of employees according to working time model

of which part-time	86
of which women	70
of which men	16
of which full-time	634
of which women	166
of which men	468

## Key figures on parental and care leave\* (Germany)

Number of employees on parental/care leave	8
of which women	8
of which men	0

## Age, length of service

Average length of service in years	15,94
Average age of employees in years	46,28
Age structure	
under 30 years old	90
30–50 years old	287
over 50 years old	343

## Fluctuation Germany

Fluctuation rate = disposals/average number of employees	12%
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# GRI Anforderungen

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	102-46	Bestimmungen von Berichtsinhalt u. Themenabgrenzung	Über diesen Bericht 1
	102-47	Liste der wesentlichen Themen	Materialität 10
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GRI 305: Emissionen	305-01	Direkte THG-Emissionen (Scope 1)	Energie und Klima	24
GRI 306: Abwasser und Abfall	306-02	Abfall nach Art und Entsorgungsverfahren	Materialeinsatz & Ressourcenschutz, Abfallkennzahlen	24, 25
	306-03	Erheblicher Austritt schädlicher Substanzen	Im Berichtszeitraum sind keine schädlichen Substanzen ausgetreten	
GRI 307: Umwelt Compliance	307-01	Nichteinhaltung von Umweltschutzgesetzen und -verordnungen	Compliance, Die Einhaltung von Umweltauflagen wird durch das implementierte Managementsystem ISO 14001 innerhalb des Unternehmens gesteuert	11
GRI 308: Umweltbewertung der Lieferanten	308-01	Neue Lieferanten, die anhand von Umweltkriterien überprüft wurden	Lieferanten und Wertschöpfungskette	18
	308-02	Negative Umweltauswirkungen in der Lieferkette & ergriffene Maßnahmen	Qualität und Sicherheit	15
GRI 401: Beschäftigung	401-01	Neue Angestellte und Angestelltenfluktuation	Ausbildungsplätze und Bildungsprogramme, Kennzahlenübersicht	38, 42
	401-03	Elternzeit	Kennzahlenübersicht	42
GRI 402: Arbeitnehmer-Arbeitgeber-Verhältnis	402-01	Mindestmitteilungsfrist für betriebliche Veränderungen	Nach Beschlussfassung durch den zuständigen Betriebsrat in einem mit diesen abgestimmten Ablauf und mit gemeinsam vereinbarten Frist.	
GRI 403: Arbeitssicherheit und Gesundheitsschutz	403-01	Managementsystem für Arbeitssicherheit und Gesundheitsschutz	Schutz und Sicherheit	30
	403-02	Gefahrenidentifizierung, Risikobewertung und Untersuchung von Vorfällen	Schutz und Sicherheit	30
	403-03	Arbeitsmedizinische Dienste	Gesundheit und Work-Life-Balance	29
	403-04	Mitarbeiterbeteiligung, Konsultation und Kommunikation zu Arbeitssicherheit und Gesundheitsschutz	Wesentlichkeit, Schutz und Sicherheit	28, 30
	403-05	Mitarbeiterschulungen zu Arbeitssicherheit und Gesundheitsschutz	Wesentlichkeit, Schutz und Sicherheit	28
	403-06	Förderung der Gesundheit der Mitarbeiter	Wesentlichkeit, Gesundheit und Work-Life-Balance	28, 29
GRI 404: Aus- und Weiterbildung	404-01	Durchschnittliche Stundenzahl für Aus- und Weiterbildung pro Jahr und Angestelltem	Die durchschnittliche Stundenzahl kann derzeit noch nicht repräsentativ erfasst werden. Für die Zukunft arbeiten wir an einer Erfassungsmethode, die ein repräsentatives Monitoring ermöglicht.	
	404-02	Programme zur Verbesserung der Kompetenzen der Angestellten und zur Übergangshilfe	Aus- und Weiterbildung und lebenslanges Lernen, Interview	30, 31
	404-03	Prozentsatz der Angestellten, die eine regelmäßige Beurteilung ihrer Leistung und ihrer Karriereentwicklung erhalten	Aus- und Weiterbildung und lebenslanges Lernen, Interview im Handlungsfeld Mitarbeiter	30, 31
GRI 405: Vielfalt und Chancengleichheit	405-1	Vielfalt in Leitungsorganen und der Angestellten	Vielfalt fördern, Kennzahlentabelle Mitarbeiter	37, 42
GRI 406: Gleichbehandlung	406-01	Diskriminierungsvorfälle und ergriffene Abhilfemaßnahmen	Compliance	11

GRI 407: Vereinigungsfreiheit und Tarifverhandlungen	407-01	Geschäftsstandorte und Lieferanten, bei denen das Recht auf Vereinigungsfreiheit und Tarifverhandlungen bedroht sein könnte	Das Recht auf Versammlungsfreiheit und Tarifverhandlungen ist in Deutschland gesetzlich festgeschrieben. Um das Risiko einer Gefährdung der Versammlungsfreiheit und von Tarifverhandlungen in der Lieferkette zu minimieren, verpflichten wir 2019 100% unserer A-Lieferanten zur Einhaltung unseres Supplier Code of Conduct. Für den Berichtszeitraum sind uns keine Vorfälle bekannt.	
GRI 408: Kinderarbeit	408-01	Geschäftsstandorte und Lieferanten mit einem erheblichen Risiko für Vorfälle von Kinderarbeit	Am Standort in China sind wir BSCI zertifiziert. Um das Risiko von Kinderarbeit in der Lieferkette zu minimieren verpflichten wir 2019 100% unserer A-Lieferanten zur Einhaltung unseres Supplier Code of Conduct. Im Berichtszeitraum sind uns keine Vorfälle von Kinderarbeit bekannt.	18
GRI 413: Lokale Gemeinschaften	413-01	Geschäftsstandorte mit Einbindung lokaler Gemeinschaften, Folgenabschätzungen und Förderprogrammen	Wertschöpfung an unseren Standorten	36-41
GRI 414: Soziale Bewertung der Lieferanten	414-01	Neue Lieferanten, die anhand von sozialen Kriterien überprüft wurden	Lieferanten und Wertschöpfungskette	18
	416-02	Verstöße im Zusammenhang mit den Gesundheits- und Sicherheitsauswirkungen von Produkten und Dienstleistungen	Qualität und Sicherheit	15
	417-02	Verstöße im Zusammenhang mit den Produkt- und Dienstleistungsinformationen und der Kennzeichnung	Keine	
	417-03	Verstöße im Zusammenhang mit Marketing und Kommunikation	Compliance	11
GRI 418: Schutz der Kundendaten	418-01	Begründete Beschwerden in Bezug auf die Verletzung des Schutzes oder den Verlust von Kundendaten	Compliance, Datenschutz	11
GRI 419: Sozioökonom. Compliance	419-01	Nichteinhaltung von Gesetzen und Vorschriften im sozialen und wirtschaftlichen Bereich	Compliance	11

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