

Management and communication - Section 1 of 10

Good management and transparent communication are key components of a sustainable corporate strategy. They stand for a system of values and a responsible approach to shaping the future in dialogue with stakeholders (e.g. employees, customers, suppliers). A commitment to gender equality and equal opportunities, as well as decent work and broad-based, sustainable growth characterise a sustainable and exemplary corporate policy.

SDG 4
Quality education
SDG 8
Decent work and economic growth
SDG 10
Reduced inequalities
SDG 13
Climate action
also SDG 16

1.1 The company has drawn up a mission statement (corporate policy) for sustainable and responsible corporate governance

Yes, I would like to upload my mission statement here

No file transmitted

1.2 The mission statement (corporate policy) refers to the following aspects for responsible behaviour

- Human rights (protection, respect and promotion of international human rights)
- Labour standards and conditions (compliance with the core standards of the International Labour Organization (ILO*): Freedom of association, right to collective bargaining, abolition of child and forced labour, diversity** oriented management for equal opportunities, anti-racism, anti-discrimination, implementation of health promotion measures in the workplace, strengthening health literacy).
- Environmental protection (promotion and support of initiatives to raise environmental awareness, use of environmentally friendly technologies, measures to protect biodiversity)
- Social commitment (support for social/sustainable development initiatives)
- Socio-cultural aspects of the tourism value chain (provision/integration of information on the natural environment, local culture and cultural heritage, integration of local elements of art, architecture, decoration, catering or shops, preservation of local tradition)

- Efficiency/striving for continuous improvement (market position, stakeholder dialogue, processes for quality assurance and sustainable further development)

* ILO International Labour Organization is a specialized agency of the United Nations and is tasked with promoting social justice and human and labour rights.

**Diversity refers to the recognition and appreciation that all people deserve equally, regardless of their social and ethnic origin, gender, religious affiliation, sexual orientation, world view or mental and physical characteristics. Within a company, this means doing away with social barriers, promoting equal treatment, abolishing discrimination and capitalising on diversity in personnel and social terms.

1.3

The mission statement (corporate policy) is published and accessible to all interested parties (e.g. customers, suppliers, local community)

- Yes

1.4

The company has appointed a sustainability/environmental/CSR* officer and documented this (e.g. organisation chart, job description)

- Yes

* CSR = Corporate Social Responsibility stands for sustainability in corporate management with social responsibility in relation to ecological and social measures above and beyond legal requirements.

- As the main function
- Function is also performed by management/an executive/specialist

1.5

The company has a sustainability/environmental programme with prioritised fields of action/environmental aspects, associated objectives, measures and responsibilities

- Yes
- Yes through franchise group
- There is an annual written evaluation of the environmental aspects (e.g. management assessment)

No file transmitted

You can download a template for your environmental programme here. In this writable PDF, you can add your own tasks for the individual core areas and upload them here before submitting the catalogue.

[Environmental programme template \(PDF\)](#)

1.6

The company informs stakeholders about sustainability activities (e.g. via website, newsletter, social media, customer magazine, etc.)

- Yes

A separate menu item for sustainability activities is available on the website

Other

1.7

The company prepares an annual sustainability, environmental and CSR report

Yes

1.8

A standardised, visual corporate design (CD)/company image has been implemented in the company (e.g. logo, design of communication materials such as business cards, business stationery, workwear, etc.).

Yes

Sustainability contributes to the corporate identity and is visible through sustainable partnerships/commitments

1.9

The CSR/quality officer in the company monitors and initiates improvement processes and measures in the area of sustainability and reports on them regularly in meetings

Yes

1.10

The company management ensures that legal obligations/legislation are complied with and applicable permits or approvals are evaluated (e.g. labour law regulations, environmental protection conditions, health and safety regulations, anti-corruption, recommendation of the child protection code "The Code", etc.).

Yes

Environment - Energy - Section 2 of 10

The environment encompasses numerous components of a company's structure and processes. Energy, water and waste have a major impact on a company's ecological footprint. Accordingly, strategies and measures to reduce the consumption of resources are necessary. In the long term, these lead to a reduction in costs and can therefore be seen as a profitable investment.

SDG 6
Clean water and sanitation

SDG 7
Affordable and clean energy

SDG 11
Climate action

SDG 14
Life below water

SDG 15
Life on land

In addition SDG 1, SDG 2, SDG 3, SDG 8, SDG 9, SDG 12, SDG 13

2.1
The company regularly and systematically records energy consumption (e.g. electricity, heating oil, natural gas)

- Yes
- Monthly
- Annually

Please specify:

Total electricity

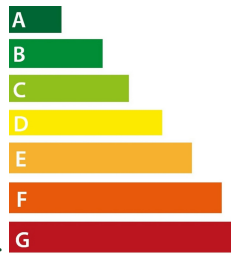
Total heating

2.2
The company records and evaluates all energy suppliers

- Yes
- Employees are informed and can report on energy suppliers on request

2.3
The company ensures that energy-saving products are used for new purchases (e.g. PCs, laptops, printers, small appliances)

- Yes



Energy level of the electrical appliances. Please specify:

- A
- B
- C to D

2.4

When procuring new technical equipment (e.g. printing and copying machines, IT equipment, telephones), the service life, ease of repair and recyclability are taken into account in the selection process

Yes

2.5

When purchasing new technical appliances, preference is given to those with eco-labels such as the "Blue Angel" or similar sustainability certifications

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

2.6

The company uses multifunctional devices (e.g. printer, scanner, copier, fax in one device) to reduce overall electricity and resource consumption

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

2.7

The company pays attention to other environmental aspects when using office equipment

- Shared device use by several people (one printer for all)
- Using the printer's "toner saving mode" or "draft mode"
- Use of devices with less than 3Wh power consumption in standby mode
- Complete switch-off or setting the sleep mode of the devices if they are not used for a longer period of time (overnight; e.g. by means of a switchable power strip)
- Screen savers are avoided
- Stand-by mode is avoided
- Preferential purchasing of telecoms devices with the TCO seal*

2.8

The company ensures that all electrical systems (e.g. ventilation, air conditioning) are regularly serviced and maintained

- Yes
- Maintenance and servicing is guaranteed via digital recording

2.9

The company procures electricity from renewable sources to improve its carbon footprint

- At least 75% in the electricity mix (electricity mix)
- 100% in the electricity mix

2.10

The company relies on energy-saving LEDs for its lighting

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

2.11

The office building has sustainable certification (DGNB, LEED) or is classified as a low-energy building or energy-saving building

- Yes

Please specify:

2.12

The following measures have been implemented in the company to improve energy efficiency

- Energy officer is appointed in the company
- Timers and/or motion detectors (e.g. toilets/corridors)
- Utilisation of daylight in room planning

2.13

The company takes (further) measures to continuously reduce energy consumption

Environment - Water - Section 3 of 10

3.1

The company regularly and systematically records its water consumption

- Yes
- Monthly
- Annually

Please specify:

Total water consumption

- Addition: The company uses a digital monitoring tool for this purpose

3.2

The company fulfils local/international wastewater disposal regulations so that it can be treated and reused

- Yes

3.3

The company ensures that all water installations and systems (e.g. heating, cooling) are regularly serviced and maintained

- Yes

3.4

The following measures for saving/preserving water resources have been implemented in the company

- Use of flow limiters/perlators

water flow rate:

- Taps (max. 4-6 litres/min.)
- Toilet flush (max. 6.5 litres/per flush)

- Urinals (max. 2 litres/per flush)
- Use of fittings with sensor technology
- Toilet flush with flush-stop function/ economy button
- Central descaling system is available

3.5

The company is taking (further) measures to continuously reduce water consumption.

Environment - Waste - Section 4 of 10

4.1

Waste separation in the company is carried out in accordance with the guidelines of local authorities

- Yes

4.2

Waste separation in the company takes place in the following areas

- At the individual workstation / per office
- In the customer area
- In the kitchen

4.3

Hazardous waste such as used batteries, electronic waste or printer cartridges are collected and disposed of in accordance with local authority guidelines

- Yes

4.4

The following measures to reduce and/or avoid the generation of waste have been implemented in the company

Suppliers/manufacturers (max. 30P)

- Supplier uses value-added systems (e.g. PET bottles)
- Supplier takes back packaging (e.g. boxes, Euro pallets, etc.)
- Use of refillable soap dispensers/dosing aids

Reuse of work materials and equipment (max. 20P)

- Reuse of used folders
- Sale of disused office furniture/chairs to second users
- Donation of disused office equipment to social organisations, schools, etc.
- Delivery of discarded office materials to recycling companies

Postal / parcel dispatch of the company (max. 40P)

- Plastic-free shipping
- Recyclable filling material
- Packaging sizes that fit as precisely as possible
- Climate-friendly shipping with DHL GoGreen or similar
- Digital dispatch codes instead of paper stamps

Other (max. 30P)

- No colour printing of paper
- No use of disposable cups/paper towels in the kitchen, canteen and toilet
- Use of drinking water dispensers in the kitchen or canteen
- Soft drinks are only offered in returnable deposit bottles

4.5

The company ensures that work processes are as paperless as possible

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

4.6

The company's copy paper consumption is recorded regularly

- Yes
- Monthly

Annually

4.7

The company uses recycled paper from sustainable forestry (e.g. FSC - Forest Stewardship Council or "Blue Angel")

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

4.8

The company implements the following measures to reduce paper consumption

- No printout of e-mail correspondence
- Printer preset: double-sided printing and copying
- Offers are sent online
- Invoices are sent online
- Processes are filed electronically
- E-mail signature with e.g. "Think before printing" is set up
- Print products (e.g. price list, offer flyer, company brochure, etc.) are available online
- Use of replaceable cloth towel rolls/towels
- Employees are encouraged to print out as little as possible
- Lubricating paper / recycled paper is favoured internally

4.9

The company takes (further) measures to continuously reduce waste

Purchasing - Section 5 of 10

In-house purchasing is a central steering body and indicator of sustainable responsibility. The strategic and conscious selection of products supports humane working conditions and contributes to environmentally friendly production. When selecting products, particular attention must be paid to quality and sustainability features.

SDG 3

Health and well-being

- SDG 12 Sustainable consumption and production
 - SDG 13 Climate action
 - SDG 14 Life below water
 - SDG 15 Life on land
- In addition SDG 1, SDG 2, SDG 8, SDG 16, SDG 17

5.1

When purchasing office materials, the company ensures that they are resource-conserving, climate-neutral, recyclable or sustainably certified (e.g. FSC or "Blue Angel" certification, ISO 14001 environmental certification)

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

Please list:

Examples of sustainable office utensils:

Ballpoint pens with replaceable large capacity refills, refillable markers & inks/fibre pens, ballpoint pens made of wood/bio-plastic, erasers made of natural rubber, solvent-free water-based adhesives, adhesives in refillable containers, recycled folders/partition sheets/registers/folders/hanging files/refillable toner cartridges

5.2

When purchasing advertising materials, the company ensures that they are resource-conserving, climate-neutral, recyclable or sustainably certified (e.g. FSC or "Blue Angel" certification, ISO 14001 environmental certification)

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

Please list:

5.3
When purchasing new office furniture, the company ensures that it is durable, climate-neutral, recyclable or sustainably certified (e.g. FSC or "Blue Angel" certification, ISO 14001 environmental certification)

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

Please indicate which sustainable features are reflected in the furniture in the office space

- Wood surface treatment with natural plant-based agents
- Recycling-friendly design (no composites)
- Complete material labelling
- Covering & upholstery materials made from natural materials or with Cradle to Cradle* certification

- Replacement of covers possible
- Office furniture and chairs with a minimum 5-year guarantee
- Office furniture and chairs with at least 10 years guaranteed availability of spare parts
- Modular design of the office furniture with expandability
- Procurement of used furniture and office chairs
- Take-back guarantee from the supplier / manufacturer

*Cradle to Cradle describes a concept developed in the 1990s for a continuous circular economy. According to this "cradle to cradle" principle, biological and technical nutrients are fed back into the respective cycle for a more responsible use of resources.

5.4

The washing of various items (e.g. hand and kitchen towels) takes place at a laundry within a radius of ≤ 100 km from the location

- 10km
- 20km
- 30km
- The laundry is certified sustainable
- In-house washing machine
- Only sustainable detergents are used in the washing machine

5.5

When purchasing/leasing/renting, the company pays attention to sustainably produced textiles (e.g. GOTS (Global Organic Textile Standard), Fairtrade, Cotton made in Africa) or sustainable raw materials such as organic cotton, recycled polyester or Lyocell/Tencel).

- Towels in the WC area
- Towels in the kitchen/canteen area
- Workwear

5.6

**Environmentally friendly cleaning agents are used for cleaning in the company:
Chemical-free cleaning agents with natural ingredients (without fragrances, colourants and additives)**

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

5.7

**Environmentally friendly cleaning agents are used for cleaning in the company:
Cleaning agents with the "Blue Angel" or "EU Ecolabel" eco-label**

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

5.8

**Environmentally friendly cleaning agents are used for cleaning in the company:
Cleaning agents with packaging made from 100% recycled plastic**

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

5.9

**Environmentally friendly cleaning agents are used for cleaning in the company:
100% microplastic-free cleaning agents**

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

5.10

Other measures

5.11

The cleaning staff receive regular information and further training on the subject of environmental protection/environmentally friendly cleaning

Yes

5.12

The company buys organic or fair trade cocoa, tea and coffee

Yes, and to:

30% to 60%

60% to 90%

more than 90%

Mobility - Section 6 of 10

Mobility is part of everyday working life and is an important factor in which companies can make a decisive contribution to climate protection through appropriate measures. With an innovative strategy, companies are making their contribution to saving resources, minimising environmental pollution and improving the quality of life and air. The switch to sustainable transport options is necessary and future-proof. Regionality and mobility are key indicators of sustainability. Regionality contributes to company identification and qualitative growth. The topic of mobility requires forward-looking approaches in tourism.

SDG 3

Health and well-being

SDG 8

Decent work and economic growth

SDG 9

Industry, innovation and infrastructure

SDG 11

Sustainable cities and communities

SDG 13

Climate action

In addition SDG 1, SDG 2, SDG 4, SDG 10, SDG 12, SDG 14, SDG 15, SDG 16

6.1

At least half of the company's employees live within a maximum radius of 30 km from the company

10 km

20 km

30 km

6.2

Information on the topic of employee mobility

Town with up to 20,000 inhabitants

At least 10% of employees come to work on foot, by bike or by public transport

City with between 20,000 and 100,000 inhabitants

At least 30% of employees come to work on foot, by bike or by public transport

City with between 100,000 and 500,000 inhabitants

At least 50% of employees come to work on foot, by bike or by public transport

City with more than 500,000 inhabitants

At least 80% of employees come to work on foot, by bike or by public transport

6.3

The company makes a significant contribution to the sustainable mobility of its employees and customers

E-mobility (max. 40P)

The company's own fleet consists of vehicles with alternative drive systems (electric, hybrid, hydrogen)

Own e-charging stations are available

Public e-charging points can be reached in the immediate vicinity

Air travel (max. 40P)

Domestic flights will be avoided altogether

Unavoidable flights are compensated

6.4

The company avoids business trips by using modern communication media (e.g. video conferencing)

Yes

Please indicate the percentage of business appointments that are realised with the help of digital communication media:

30% to 60%

60% to 90%

more than 90%

6.5

For unavoidable business trips, attention is paid to sustainable travel and accommodation

options

- Use of public transport (e.g. bus, train)
- Use of the company car with sustainable drive
- Use of a hire car with a sustainable drive system
- Use of a taxi with a sustainable drive
- Use of car pools
- Selection of hotels and accommodation that are certified as sustainable (e.g. with the GreenSign label)
- Selection of hotels that offer climate-neutral accommodation

6.6

The company focusses on accessibility and accessibility for people with and without disabilities

- Yes
- Accessibility has been certified or confirmed by relevant user groups/experts

Quality management and sustainable development - Section 7 of 10

Quality assurance is a core process of sustainability and an essential part of every company. Further development means securing the future through satisfied and motivated employees and customers as well as trusting cooperation with all stakeholders.

SDG 4

Quality education

SDG 8

Decent work and economic growth

7.1

Business processes (e.g. work instructions) and organisational structure in the company are documented in a quality/environmental handbook

- Yes
- Quality certification according to ISO 9001 is available
- International environmental management standard according to ISO 14001 is available
- Quality officer is named and documented in the company (e.g. job description)

7.2

The company only selects producers/suppliers who pay attention to humane working conditions (traceable value chain) and do not jeopardise the needs and well-being of people

Yes

7.3

The company selects at least 80% of suppliers with a certified sustainability system (e.g. climate-neutral products, United Nation Global Compact Network) and carries out a supplier evaluation at least once a year according to the core criteria of quality, regionality and sustainability

Yes

If no:

At least 50% of suppliers are regional

At least 50% of suppliers work according to a sustainability concept

At least 50% of suppliers are certified sustainable

7.4

Suppliers comply with the rules of the Code of Conduct with social, environmental and ethical standards of the company

Yes

7.5

The topic of sustainability is seen as a continuous improvement process within the company

Yes

7.6

Employees receive written information from the company about environmentally friendly tips/behaviour in the workplace (e.g. included in the welcome folder for recruitment, posted on the internal information wall, etc.).

Topic of waste avoidance/reduction

Topic of efficient energy utilisation

Topic water conservation

Miscellaneous

7.7

The company regularly surveys the satisfaction of its customers

Yes

(Complaints) process is regulated and documented

Please specify:

Customer satisfaction in per cent

Customer loyalty in per cent

7.8

The company regularly surveys the level of employee satisfaction

Yes

(Complaints) process is regulated and documented

Please specify:

Employee satisfaction in per cent

Average length of service in years

7.9

Employees can submit suggestions for improvement within the company

Yes

Process is regulated and documented

Incentive system (monetary/material/immaterial) exists for this purpose

The company has a working group for sustainability, which actively works on projects

7.10

The company offsets its^{CO2} emissions for the following areas/products

Business trip

Print products

Webhosting

Website

Purchasing of goods

Power consumption

Other

7.11

The company creates an annual_{carbon footprint} and/or water footprint

CO₂ footprint

Water footprint

Reduction in emissions compared to the previous year in per cent:

7.12

Every year, the company offsets all unavoidable_{CO₂} emissions

Yes

Please specify:

CO₂ emissions

7.13

The following measures are implemented in the interests of biodiversity in the company

Support for a regional beekeeper through a bee sponsorship and financial support for the creation of flowering meadows

Support for one tree planting campaign per year

Any disturbance of biodiversity by the company is compensated accordingly

Financial support for protected areas or nature conservation projects

7.14

The company uses a sustainable search engine (e.g. Ecosia*) on all end devices

Yes

*Ecosia is a search engine that is committed to protecting the environment. It runs on 100% renewable energy and is CO₂ -negative. All profits from search queries are channelled into tree planting campaigns and other sustainable projects. The search engine also offers a higher level of data protection without tracking tools and data sales.

7.15

The company has opened its business accounts with banks that support social and ecological projects

Yes

Name of the bank

Social responsibility - Section 8 of 10

Social commitment is a key pillar of sustainable development. It stands for a sense of responsibility and motivation for shaping a sustainable environment in the triad of ecology, social issues and the economy. Education and awareness-raising about sustainability within the company are also crucial for a sustainable positioning.

- SDG 3
Health and well-being
- SDG 5
Gender equality
- SDG 8
Decent work and economic growth
- SDG 10
Reduced inequalities
- SDG 16
Peace, justice and strong institutions
- Also SDG 1, SDG 2, SDG 4, SDG 17

8.1
The company ensures fair dealings with all stakeholders (employees, supply partners, customers, etc.)

Yes

8.2
The company supports (local) initiatives or projects in the interests of sustainable development or to promote the local community and cultural heritage

Yes, namely

Please specify:

Support for projects in EUR/year

Support of projects in days/year

Material support for projects

8.3

The company supports environmental protection projects in favour of clean oceans in order to reduce the environmental impact of purchased work materials, office furniture or other products made of plastic (e.g. "Oceans without plastic", "The Ocean Cleanup")

Yes, name of the supported organisation

Support in EUR per year

8.4

Support for the initiatives mentioned is communicated

Yes

8.5

The company promotes decent work and is orientated towards collectively agreed wages and collective agreements

Yes

Salary levels are monitored and regularly adjusted to the standards of a living wage in the country of employment

8.6

The company also facilitates career entry opportunities for local residents in its operations

Yes

The company favours the regional market when looking for employees

Training courses are offered that increase entry opportunities for career changers

8.7

The company's employees receive regular training/ further training

External training/professional development for at least 20% of employees per year

Training focussing on sustainability at least twice a year

Own (further) training academy

Support programme for trainees

- Career development programmes
- Granting of educational leave (e.g. 5 days per year)
- Online training modules can be used during working hours
- Collegial learning and promotion of on-the-job training
- Informing employees about environmental protection issues in the company and/or fair trade (e.g. through notices, meetings, employee magazine, etc.)

8.8

A system with offers for occupational health management has been established in the company

- Daily selection of fruit/vegetables
- Weekly Veggieday
- Relaxation and quiet room for employees
- Company gym, discount for fitness studio or subsidies for sports clubs
- Company doctor is available
- Risk assessment of workplaces is available
- Organisation of health days
- Participation in sporting events (e.g. company run)
- Company supports individual employees through health programmes (up to EUR 500 tax-free per employee)
- Optimally designed workplace to minimise stress (e.g. lighting, ergonomics)
- Carrying out employee surveys on stress in the workplace

8.9

The company regularly collects data on the employment structure

- Yes

Please specify:

Number of employees (full-time equivalents)

Number of trainees/ interns

Number of management positions

Proportion of women in management positions

Number of specialists

Number of local employees

- Employment contracts show support for health insurance and social security

8.10

The company has an equal opportunities management system focussed on diversity*

- Yes
- The company takes groups at risk of discrimination into account in its employee structure and recruitment process
- Internal promotions include these groups
- Salary and promotion opportunities are decided independently of gender and life situation (e.g. single parents, older people)

*Diversity refers to the recognition and appreciation that all people deserve equally, regardless of their social and ethnic origin, gender, religious affiliation, sexual orientation, world view or mental and physical characteristics. Within a company, this means eliminating social barriers, promoting equal treatment and abolishing discrimination, and capitalising on diversity in personal and social terms.

8.11

The company offers employees the following benefits

- Fair protection for employees, e.g. through profit sharing in good times, company pension scheme
- Overtime regulations (e.g. time off in lieu, payment)
- Above-tariff pay
- Voluntary social benefits (e.g. VWL allowance)
- Payment of Christmas and/or holiday bonuses
- Job ticket for public transport
- Family-friendly organisation of working hours
- Documented appraisal interview

- Planning holidays (≥ 3 weeks)
- Subsidy/cost absorption for further training
- Monetary benefits e.g. company car, flat
- Personal mentor for familiarisation
- Internal training courses/further training
- Employee training and instruction materials are available in various formats
- Flexible working hours
- Equipment such as mobile phones/laptops for department heads
- Possibility of home office
- Staff accommodation/residential building
- Attendance food
- Availability of communal foodstuffs (milk, sugar, oil, etc.)
- Meal vouchers
- Own kindergarten/daycare centre or financial support for this
- Company outing/company party
- Staff meeting
- Team outings with environmentally friendly activities (e.g. forest bathing, forest cleaning*, planting trees)

*Forest bathing refers to a stay in the forest where the focus is on a conscious encounter with oneself and the natural environment. Through a mindful absorption of the forest atmosphere, a good contact with nature is (re)established. be (re)established. Forest cleaning, on the other hand, describes a stay in the forest during which it is specifically cleared of rubbish or other pests. The focus here is on the cleanliness of nature, to which the collection of rubbish contributes.

Economic responsibility - Section 9 of 10

The economic stability of companies is a mainstay and ensures qualitative and quantitative growth. The collection, evaluation and management of financial and economic data are essential and stand for a sense of responsibility in order to meet the external demands and expectations of customers, investors and the media.

SDG 4
Quality education

SDG 8
Decent work and economic growth

9.1

The company regularly collects economic and financial data

Yes

Please specify:

Sales structure

Turnover per employee

Staff turnover (staff departures/average headcount)

Personnel expense ratio

Sick leave

Investment ratio

9.2

The company has a long-term investment plan

Yes

Ecological aspects are taken into account in the investment plan

9.3

Employees are regularly informed about key company figures (e.g. in meetings)

Yes

9.4

The company has a risk management system* in place for environmental, social and economic corporate risks

Yes

*Risk management encompasses all measures for the systematic identification, analysis, evaluation, minimisation and control of risks along the value chain in the company.

9.5

In the last 3 years, the company has recorded continuous economic growth

Yes

Please specify:

Turnover

- Yield
- Investments
- Number of employees
- Number of training places
- Customer satisfaction
- Employee satisfaction
- Employee training
- Degree of innovation
- qualitative networks
- Social commitment
- Regional suppliers
- climate-neutral products
- Environmentally relevant indicators (e.g. energy aspects)

Catering (only if canteen available) - Section 10 of 10

The selection and handling of food is a central control organ and indicator of sustainable responsibility. This not only demonstrates a commitment to the health of employees, but also has a positive impact on the climate, the economy and social interaction. Purchasing regional, seasonal, organic and fair-trade products is an important contribution to global sustainable development.

SDG 2
No hunger

SDG 3
Good health and well-being

SDG 12
Sustainable consumption and production

10.1 **Purchases for the staff canteen are made from suppliers within a radius of ≤ 100 km from the site**

Yes, and to:

- 30% to 60%
- 60% to 90%
- more than 90%

10.2

The purchase of seasonal products for the canteen is at least 30%

Yes

10.3

The staff canteen offers vegan food & drinks

Yes, and to:

10% to 15%

15% to 20%

more than 20%

10.4

The proportion of convenience food in the canteen is a maximum of 20%

Yes

10.5

The canteen sources fish from organic or species-appropriate rearing and careful fishing methods (e.g. MSC certification, regionally from local waters)

Yes, and to:

30% to 60%

60% to 90%

more than 90%

10.6

The canteen uses meat from organic or species-appropriate husbandry

Yes, and to:

30% to 60%

60% to 90%

more than 90%

10.7

The canteen buys the following other organically certified foodstuffs (labelled in accordance with the EC Organic Regulation)

10.8

The canteen buys the following other fair trade products (e.g. "Fairtrade" seal, GEPA or UTZ certification)

10.9

The staff canteen implements the following measures to prevent food waste

System for estimating the quantity of meals to be cooked is available

Proper disposal of food waste

Leftover food is shared among employees or offered via initiatives such as Too Good To Go

Leftover food is donated to the food bank or similar organisations

10.10

The canteen takes (further) measures to continuously reduce food waste

Yes

Help