

# 2022

Supplementary / Sustainability Report



girsberger

**Organisation chart**

**Scope of the certified companies**

for the Sustainability Report



**In the interests of easier legibility, the generic masculine form is used in this report. This is explicitly intended to include female and other gender identities where necessary for the avoidance of misunderstanding.**

*“Without a flourishing economy, without humanitarian aid and without defending human rights and our democratic values, global warming cannot be stopped.”*

Michael Girsberger, CEO Girsberger Holding AG

## Process for defining the report content

In this report we shed light on the most important aspects of our company with regard to economic, ecological and social implications. Due account has also been taken of our stakeholders. On the one hand, the sustainability report focuses on internal development as a basis for the achievement of medium- and long-term objectives. On the other hand, our customers want to receive more regular updates about Girsberger's sustainable development.

On this basis, an initial meeting was held with the CEO, the Managing Directors of Girsberger AG and GmbH, the Managing Director for Product/Brand Development, the Head of Marketing and the Head of Sustainability Report. All aspects were checked for materiality and prioritised. This report was prepared in cooperation with the individual responsible department heads.

The reporting of this sustainability includes all significant areas of the ISO-certified companies.

The last Sustainability Report was issued in 2020.

## Data measurement techniques and the basis of calculations

### Personnel data

Girsberger AG and Holding AG Buetzberg	wage plan Abacus, time recording proAlpha and Tisoware
Girsberger GmbH Endingen	wage plan DATEV Lodas comfort, time recording ZEUS isgus

### Environmental resources

Purchasing statistics; suppliers invoices; improvement concepts; water meter; cadastral maps; Red List, protected areas Buetzberg/Endingen; internal consumption and resource statistics, measurements; conversion factors BAFU, business association, Wanner Expert GmbH.

Principles and methodology of the collected data are identical for all companies.

Methods of measurements that have been changed, are marked accordingly. Otherwise, there were no significant changes.

## Ownership structure and legal form

The Girsberger company was founded in 1889 by Heinrich Girsberger and has since been an independent family business with headquarters in Bützberg/Switzerland. Michael Girsberger is the fourth generation to run the company.

Girsberger Holding AG, Bützberg/Switzerland holds 100 % of Girsberger AG, Buetzberg/Switzerland, Girsberger GmbH, Endingen/Germany and Mobimex AG, Seon/Switzerland. Girsberger Holding AG holds majority interests in the subsidiaries Boreal doo, Kraljevci/Serbia and Bo-Real Estate doo, Kraljevci/Serbia. To Tuna Girsberger Tic. AS, Silivri/Turkey, Girsberger Holding AG holds a 50 % interest.

## **Governance structure of the organization**

Girsberger Holding AG	Schiesser Werner	Chairman of the board of directors
	Girsberger Jürg	Board of directors
	Schweizer Henning	Board of directors
	Girsberger Michael	CEO
	Gasser Thomas	Executive director product & brand development, patents
	Seiler Mathias	Design and marketing, marketing communication
	Kaufmann Urs	Central material management
	Blaser Philipp	Purchasing, management and quality management (MQM)
	Messerli Thomas	Finances and controlling
Zürcher Nadine	Human resources	
	Statutory auditor	KPMG AG, Berne/Switzerland
Girsberger AG	Quaile Danielle	General Manager
	Zürcher Nadine	Human resources
	Ammann Roland	Production, logistics, IT, special projects
	Messerli Thomas	Finance and accounting
	Reichen Peter	Business unit wood trade
	Mastrodomenico Davide	Business units Customized Furniture and Remanufacturing
	Statutory auditor	KPMG AG, Berne/Switzerland
Girsberger GmbH	Schweizer Henning	General Manager
	Kurbjuhn Manuela	Human resources
	Kolling Prosper	Sales
	Loesch Nora	Finance and accounting
	Helber Felix	Production, logistics
		Statutory auditor

## **Internally developed statements of mission or values and status of their implementation**

Company principles „WE ARE GIRSBERGER“, Girsberger Policy Statement Ethics and Human Rights, Environmental Guidelines (available online on our website [www.girsberger.com](http://www.girsberger.com)), Girsberger Code of Conduct for the prevention and combating of corruption and reporting of irregularities (whistleblowing) and Quality Commitment (available on request).

## **Mechanisms for shareholders and employees to provide recommendations/directions to the highest governance body**

Yearly business planning and monthly reporting. In addition, employee delegation at Girsberger AG and Girsberger Holding AG.

## **Compensation/departure arrangements for the management**

We do not pay departure arrangements. The compensation arrangements for the Board of Directors are very low.

## **Process for determining the qualifications and expertise of the members of the highest governance body**

Girsberger is a 100 % family-owned company. The Chairman of the Board of Directors is appointed by the Ordinary General Meeting for a period of three years. The Board of Directors constitutes itself. The Chairman of the Board of Directors must be an external person and the CEO shall not be a member of the Board of Directors.

There is no written process for determining the qualifications and expertise of the board of directors.

## **Process for evaluating the highest governance body's own performance**

The Board of Directors consists of three persons only. One of them is a shareholder. The second person is an executive of the company, the Chairman of the Board of Directors is an external person. There is no formal process for evaluating the highest governance body's own performance. The Board of Directors uses the detailed monthly reporting as a monitoring system.

## **Memberships**

VSUD Board (Association of Swiss Companies in Germany); Swiss Furniture Board; Swiss Design Association, Swiss Center for Design and Health, Avenir Suisse (think tank for economic and social issues), bso (association of office, seating and contract furniture), wvib (trade association of industrial companies Baden e. V.), B.A.U.M. (German Environmental Management Association), oebu (association for sustainable business), Fair Ways Freiburg i.B.

## **Externally developed charters**

Project Smaragd (Natura 2000 in the EU – biggest European nature conservation programme)

## **Taking our stakeholders into account**

### **Shareholders/investors**

As a family business, the shareholders are informed bilaterally on the one hand, and on the other they receive the monthly reports of the individual companies and approx. 4 to 6 times per year board of director meetings take place. The General Assembly takes place once a year.

We are in direct dialogue with our capital providers and communicate regularly through monthly reporting, annual reports and financial statements.

### **Employees**

All employees receive information on the company's performance at an information board every two months. The management staff gets quarterly reports containing detailed information on the turnover and order intakes of the whole group of companies.

## **Customers**

These can be divided into specialist retailers and direct clients. Talks are held with both customer groups at the start of each year. In the course of these discussions, we reach agreement with the specialist retail partners on how we will work together (and this applies from March until February of the following year). In the case of both specialist retailers and direct customers, the frequency of our visits depends on the size of the customer (A-, B- or C-customer) and the current projects with them. It can vary from once to three times a week to once a year. During the next reporting period, we will again be conducting a customer survey among our specialist retailers and direct customers. The survey will be carried out by our service technicians. It will assess the quality of our products and the level of satisfaction with Girsberger's customer service in terms of contactability, speed, friendliness and expertise.

## **Facilitators (architects, designers and planners)**

Facilitators have come to play a very important role in our business. The Customized Furniture and Remanufacturing business units have now specialised in producing bespoke furniture for commercial use, based on design by architects and interior designers, and also in refurbishing existing furniture according to their own ideas and taking account of environmental, economic and design aspects. Their ideas are then made a reality at our workshops. We are in continuous dialogue with these facilitators to develop and manufacture furniture of all kinds – from unique one-off items to series production. Often these projects have to be accomplished at high speed and require great flexibility, while maintaining the highest quality standards. Those are precisely the reasons why we also give the facilitators the opportunity to work with us in the workshop on the designs and prototypes. That is essential if such joint projects are to be completed successfully.

## **Suppliers**

Suppliers are divided into categories A, B and C, depending on their importance. The criteria for their classification include social responsibility and environmental considerations. A- and B-suppliers are reassessed every year. The suppliers are told about these assessments. We are in regular contact with A-suppliers. Suppliers in Category A (which includes in particular all suppliers from high-risk regions) have to sign the „Girsberger Group Code of Conduct“. This sets out the main principles and values of the Girsberger Group in terms of complying with current legislation as well as fundamental internationally recognized standards on human rights, employment rights, the environment and corruption.

## **Society (population, media, associations, local authorities, politics)**

One of the ways in which Girsberger is in contact with the general public is by active media work, for example regularly sending out media briefings on new products, projects and partnerships, and talking directly to journalists and media representatives. Documents of interest to the general public such as our corporate mission 'WE ARE GIRSBERGER', the Girsberger environmental guidelines and reports on sustainability, with supplementary reports, are made available on our website [www.girsberger.com](http://www.girsberger.com). Other channels for sharing information and ideas include social media, where Girsberger has an active presence (Facebook, LinkedIn, Instagram and Pinterest). We also maintain active partnerships with the local population and community groups in the places where our branches are located. For example, we support clubs by making donations and get involved in environmental, sporting and cultural activities in the local area. We support non-profit and charitable institutions at home and abroad with financial donations.

*“When developing future products, Girsberger will rely as far as possible on using post-consumer materials.”*

*“Girsberger Remanufacturing won the 2023 German Sustainability Prize in the ‘Design’ category.”*

*“We manufacture our products in an environmentally friendly way, climate neutral since 2015.”*



## Ecology

### Environmental resources

#### Percentage of the significant products and services categories in which health and safety impacts are assessed for improvement

Development of product concept	Yes/ 100 %		
Research and development	Yes/ 100 %		
Certification of product safety (GS)	Yes/	2021 96.0 %	2022 98.6 % (Office) 1)
Certification product emission (tested for pollutants)	Yes/	2021 88.3 %	2022 90.6 % (Office) 1)
Manufacturing and production	Yes/ 100 %		
Marketing and advertisement	Yes/ 100 %		
Storage, distribution and delivery	Yes/ 100 %		
Use and customer service	Yes/ 100 %		
Disposal, reuse or recycling	Yes/ 100 %		
1) Product group	Piece per year c)	with GS a)	Tested for pollutants b)
Swivel chairs price list Office 2021	53,158 (100 %)	51,577 (97.0 %)	51,577 (97.0 %)
Multi-purpose/visitor chairs price list Office 2021	22,191 (100 %)	20,730 (93.4 %)	14,977 (67.5 %)
Total chairs Office 2021	75,349 (100 %)	72,307 (96.0 %)	66,554 (88.3 %)
Swivel chairs price list Office 2022	54,136 (100 %)	54,136 (100 %)	54,136 (100 %)
Multi-purpose/visitor chairs price list Office 2022	21,349 (100 %)	20,283 (95.0 %)	14,279 (66.9 %)
Total chairs Office 2022	75,485 (100 %)	74,419 (98.6 %)	68,415 (90.6 %)
a)	Limited 5-year period. Renewed after retesting		
b)	Annual verification by follow-up testing		
c)	Source: Sales Analysis 2021 & 2022, Girsberger group		

#### Type of product and service information required by the organization's processes for product labelling information, and percentage of significant product and service categories that are subject to this information requirement

The sourcing of components of the product or service	Yes/ 100 %
Content, particularly with regard to substances that might produce an environmental or social impact	Yes/80 %
Safe use of the product or service	Yes/80 %
Disposal of the product and environmental/social impacts	Yes/80 %
Declaration of wood and wood products:	
Declaration of trade name	Yes/ 100 %
Declaration of origin	Yes/ 100 %

We comply with the applicable law and voluntary codes concerning product and service information and labelling at all times. We sold neither controversial nor prohibited products.

We comply with all regulations and voluntary codes concerning marketing communications including advertising, promotion and sponsorship.

**Direct energy consumption by primary energy source, 2022**

Direct energy sources purchased			
Buetzberg	Fuel oil	9,889 l	98,890 kWh
	Diesel	120,324 l	1,192,882 kWh
	Petrol	12,629 l	110,142 kWh
	Electricity		749,236 kWh
Endingen	Natural gas		859,411 kWh
	Diesel	47,859 l	469,018 kWh
	Petrol	12,594 l	107,049 kWh
	Electricity		202,454 kWh
Own energy sources			
Buetzberg	Wood		1,927,500 kWh
<b>Total energy consumption</b>		<b>Total</b>	<b>5,716,582 kWh</b>
Endingen	feed-in solar energy		121,338 kWh
Conversion l in kWh fuel oil 10.00 / petrol 8.72 / diesel 9.91 (source: BAFU)			
Proportion renewable	Wood heating		1,927,500 kWh
	Solar energy		121,338 kWh
	Electricity Buetzberg		737,101 kWh
	Electricity Endingen		202,454 kWh
<b>Proportion renewable</b>		<b>Total</b>	<b>2,988,393 kWh</b>
<b>Proportion renewable of overall energy consumption</b>			<b>52.28 %</b>

**Change in energy consumption**

Total energy consumption has increased by 4.1 % in the 2021/22 reporting period compared to 2019/20. The increase can be observed in all areas. In the case of heating energy, it is due to the cooler weather and the additional warehouse in Endingen (+5.2 %), in the case of fuels (+3.8 %) and electricity (+1.7 %), it is due to the recovery after the Covid pandemic.

Measures: see Sustainability Report

- pages 15-17, Objectives and priorities
- pages 54-55, Energy consumption

## Water

<b>Water consumption</b>	Unit	2017	2018	2019	2020	2021	<b>2022</b>
Girsberger AG, Buetzberg	m <sup>3</sup>	4,610	6,803	5,110	3,240	3,150	2,466
Waste water fed into public water treatment plants	m <sup>3</sup>	4,610	6,803	5,110	3,240	3,150	2,466
Girsberger GmbH, Endingen	m <sup>3</sup>	750	698	683	746	657	761
Waste water fed into public water treatment plants	m <sup>3</sup>	750	698	683	746	657	761

Our water is withdrawn exclusively from regional water supplies (Buetzberg respectively Endingen). We do not have our own water sources. We do not recycle or reuse water.

Planned discharge of water	The entire amount of water consumed is discharged into the regional sewage system, plus a portion of the rainwater
Destination	Regional sewage system
Processing method	No preparation is necessary before discharge
Reused by another organisation	No, recycled
Fresh water	Regional water supplies

All waste water from the Girsberger companies is non-critical and may be discharged without pre-treatment into the regional sewage systems.

No waste water enters water bodies or associated natural habitats directly.

## Paper

<b>Paper consumption</b>	Unit	2017	2018	2019	2020	<b>2021</b>	<b>2022</b>
Girsberger AG und Holding AG Bützberg	t	2.3	3.4	2.2	2.3	2.3	4.4 <sup>(*)</sup>
Girsberger GmbH Endingen	t	2.0	1.9	2.0	1.9	2.1	2.1

<sup>(\*)</sup> Due to the strong price increase, the purchase quantity of paper was increased.

## Printed matter

<b>Printed matters</b>	Unit	2017	2018	2019	2020	<b>2021</b>	<b>2022</b>
Compensation printed matters	t	25.6	26.0	10.1	8.0	14.7	28.4

These offsets are directly compensated by our printers through Arktik GmbH, myclimate and ClimatePartner. Of the 24 offset projects, 16 were regional projects in Switzerland.

## Biodiversity

We do not own land in or adjacent to protected areas. Our company's activities do not have a significant impact on biodiversity in protected areas and areas of high biodiversity value outside protected areas.

Girsberger supports the Smaragd project (in the EU Natura 2000). This is recognised in Europe and deals with the protection or restoration of natural habitats.

Our company's activities do not affect endangered plants or animals, as per IUCN Red List and national conservation list.

## Greenhouse gas emissions, 2022

Data collection and relevant methodology	The figures are based on measured consumption values, which are converted with emission factors (Source: FOEN)	
CO <sub>2</sub> emissions		
<b>Facility Buetzberg</b>		
Scope 1	CO <sub>2</sub> petrol/diesel (t)	344.55
	CO <sub>2</sub> fuel oil (t)	26.21
Scope 2	CO <sub>2</sub> electricity (t)	13.13
Scope 3 (only quantifiable)	CO <sub>2</sub> air kilometres (t)	5.98
	<b>Total</b>	<b>389.86</b>
<b>Facility Endingen</b>		
Scope 1	CO <sub>2</sub> petrol/diesel (t)	154.61
	CO <sub>2</sub> natural gas (t)	133.21
Scope 2	CO <sub>2</sub> electricity (t)	0.00
Scope 3 (only quantifiable)	CO <sub>2</sub> air kilometres (t)	2.81
	<b>Total</b>	<b>290.63</b>
Total quantifiable emissions	<b>Overall (t)</b>	<b>680.49</b>
<p>In Buetzberg, 98.4 % of the electrical energy comes from Swiss hydropower with HKN.          We consume 1.4 % on rented premises and have no influence on the origin.          In Endingen, all electrical energy comes from CO<sub>2</sub> compensated, renewable sources, also with HKN.          All quantifiable CO<sub>2</sub> emissions are offset.          Besides CO<sub>2</sub>, our processes in Scope 1 and 2 do not cause any other greenhouse gases.</p>		

## NO<sub>x</sub>, SO<sub>x</sub> and other significant air emissions by type and weight, 2022

Data collection and relevant methodology	The figures are based on measured consumption values, which are converted with emission factors (Source: FOEN)	
Emissions Buetzberg:		
VOC (volatile organic compounds)	VOC (t)	5.72
SO <sub>x</sub> (sulphur dioxide)	oil firing + wood heating (t)	0.0057
NO <sub>x</sub> (nitrogen oxides)	NO <sub>x</sub> petrol consumption GAG (t)	0.0033
	NO <sub>x</sub> petrol consumption GHAG (t)	0.0061
	NO <sub>x</sub> diesel consumption GAG (t)	0.2112
	NO <sub>x</sub> diesel consumption GHAG (t)	0.0054
	NO <sub>x</sub> wood heating Buetzberg (t)	0.1178
	NO <sub>x</sub> oil firing Buetzberg (t)	0.0009
	<b>NO<sub>x</sub> Total Girsberger AG (t)</b>	<b>0.3448</b>
Emissions Endingen:		
VOC (volatile organic compounds)	Not measurable, traces	
SO <sub>x</sub> (sulphur dioxide)	Not measurable, traces	
NO <sub>x</sub> (nitrogen oxides)	NO <sub>x</sub> petrol consumption (t)	0.0094
	NO <sub>x</sub> diesel consumption (t)	0.0861
	<b>NO<sub>x</sub> Total Girsberger GmbH (t)</b>	<b>0.0956</b>

## Waste

### Total weight of waste by type and disposal method, 2022

Total waste	Location Buetzberg (t)	379.2
	Location Endingen (t)	117.3
	<b>Total waste (t)</b>	<b>496.5</b>
Hazardous waste	Location Buetzberg (t)	1.2
	Location Endingen (t)	0.0
	<b>Total hazardous waste (t)</b>	<b>1.2</b>
Non-hazardous waste	<b>Total non-hazardous waste (t)</b>	<b>495.3</b>
Composting	Marginal proportion, not measurable	
Reuse (t)		118.0
Recycling	Not quantifiable	
Incineration or use as fuel (t)	Buetzberg	353.2
	Endingen	24.2
Landfill	None	
On-site storage	None	
Other disposal	Hazardous waste transport with <a href="http://www.chiresa.ch/index.php">http://www.chiresa.ch/index.php</a>	
Disposal of the waste is effected with information (advise notice for the circulation with hazardous waste) and standard procedures of waste management company.		

**Weight of transported, imported, exported or treated waste deemed hazardous under the terms of the Basel Convention Annex I, II, III and VIII, and percentage of transported waste shipped internationally**

Hazardous waste	1.2 t (solvent, oil and oil emulsion, details according to Delivery notes of waste management company)
Total weight per place of destination	1.2 t (Chiresa AG, Landstrasse 2, 5300 Turgi)
Total weight with transport passing the national border	No transports passing the national border

All environmental laws and regulations according to ISO 14001 are observed.

**Data collection and relevant methodology regarding the information on pages 9 to 12**

Wood heating Buetzberg	The power output in the heating distribution is measured Efficiency 84 % (manufacturer's specification) Emission factors: source FOEN
Fuel oil Buetzberg	The quantity consumed is measured Power and emission factors: source FOEN
Natural gas heating Endingen	The billed service is recorded Emission factors: source FOEN
Petrol	The quantity charged is recorded Power and emission factors: source FOEN
Diesel	The quantity charged is recorded Power and emission factors: source FOEN
Electricity	The billed service is recorded Emission factors: source FOEN
Flights	All flights are recorded Distance and emission determination on myclimate.org
Water	The quantity charged is recorded
Paper	The purchased quantity is recorded
Waste	The quantity charged is recorded

*“We are committed to equal treatment and equal opportunities. Employment, promotion, appraisal, remuneration and severance are always and exclusively based on job position and performance.”*

## Social affairs

### Our employees

<b>Total number of employees and employee turnover rate</b>	Unit	2017	2018	2019	2020	<b>2021</b>	<b>2022</b>
Total number of employees at certified companies	Number	260	256	253	257	259	259
Employees at Girsberger Holding AG, Buetzberg	Number	18	19	18	18	18	18
Employees at Girsberger AG, Buetzberg	Number	104	104	103	103	106	106
Employees at Girsberger GmbH, Endingen	Number	138	133	132	136	135	135
Total employee turnover	Percent	10.0	9.0	6.3	4.2	4.1	8.1

<b>Total workforce by employment type, employment contract, and region</b>	2014	2016	2018	2020	<b>2022</b>
Unlimited employment contracts Girsberger AG and Girsberger Holding AG, Buetzberg	156	126	113	110	113
Unlimited employment contracts Girsberger GmbH, Endingen	115	112	131	124	123
Limited working contracts Girsberger AG and Girsberger Holding AG, Buetzberg	0	0	0	1	1
Limited working contracts Girsberger GmbH, Endingen	0	6	2	2	3
Part-time employees Girsberger AG and Girsberger Holding AG, Buetzberg	23	22	19	22	22
Part-time employees Girsberger GmbH, Endingen	14	17	21	26	20
Persons in marginal employment Girsberger GmbH, Endingen	5	4	6	4	5

Full-time and part-time employees receive the same company benefits.



<b>Total number of employees by categories of employees</b>	Unit	2014	2016	2018	2020	<b>2022</b>
Girsberger AG Buetzberg						
- Management	Number	8	8	4	4	4
- Executives	Number	21	21	22	25	26
- Administration/production	Number	102	95	85	74	77
Girsberger Holding AG Buetzberg						
- Management (board of directors/ shareholders)	Number	5	5	3	3	3
- Executives	Number	9	8	13	12	11
- Administration/production	Number	11	8	6	6	7
Girsberger GmbH Endingen						
- Management	Number	1	1	1	1	1
- Executives	Number	11	13	16	13	16
- Administration/production	Number	106	124	116	122	118

<b>Breakdown of employees per category according to gender, age group and minority group membership</b>	Unit	2016	2018	2020	<b>2022</b>
Girsberger AG Buetzberg					
- Gender female/male	Percent	22.6/77.4	23.6/76.4	23.3/76.7	19.8/80.2
- Minorities female/male	Percent	2.4/12.9	0.9/13.6	0/15.5	0/16
- Age groups <30/30-50/>50	Percent	17.7/51.6/ 30.6	17.3/42.7/ 40.0	19.4/40.8/ 39.8	17.0/42.5/ 40.6
Girsberger Holding AG Buetzberg					
- Gender female/male	Percent	19.0/80.9	26.3/73.7	27.78/72.2	23.8/76.2
- Minorities female/male	Percent	0/9.5	0/10.5	0/11.1	0/14.3
- Age groups <30/30-50/>50	Percent	14.3/42.9/ 42.9	0/52.6/ 47.4	0/44.44/ 55.56	0/33.3/ 66.7
Girsberger GmbH Endingen					
- Gender female/male	Percent	47.8/52.2	45.9/54.1	46.3/53.6	43.7/56.3
- Minorities female/male	Percent	12.4/13.8	10.5/9.8	10.3/14.7	12.7/17.0
- Age groups <30/30-50/>50	Percent	16.7/41.3/ 42.0	14.3/39.1/ 46.6	19.1/34.6 46.3	20.3/39.0/ 40.7

<b>Assessment of employee satisfaction</b>	Unit	2017	2018	2019	2020	<b>2021</b>	<b>2022</b>
<b>Satisfaction index</b> (Assessment scale 1-10) 1 (very dissatisfied) to 10 (very satisfied)	Average	8.1	8.2	8.2	8.3	8.1	8.0
Collaboration	Average	8.4	8.5	8.5	8.5	8.1	8.0
Information	Average	7.9	8.0	8.0	8.2	8.0	8.0
Workplace/surroundings	Average	8.1	8.1	8.2	8.4	7.9	7.8
IT system	Average	7.6	7.9	7.9	7.7	8.0	7.9
Environmental management system	Average	8.5	8.5	8.5	8.7	8.2	8.3

<b>Supervisor appraisal</b>	Unit	<b>2021</b>	<b>2022</b>
<b>Satisfaction index</b> (Assessment scale 1-10) 1 (very dissatisfied) to 10 (very satisfied)	Average	8.8	8.8
Leading by example	Average	8.9	9.0
Feedback	Average	8.6	8.7
Tasks in line with skills	Average	8.9	8.9
Tasks in line with scope for action	Average	8.9	8.9
Information	Average	8.8	8.8
Support and encouragement	Average	8.8	8.4

<b>Time with the company</b>	Unit	2014	2016	2018	2020	<b>2022</b>
Average age of employees	Years	43.5	44.1	45.4	45.8	45.4
1 – 5 years	Percent	24.5	32.8	42.2	49.4	43.4
6 – 10 years	Percent	17.6	18.0	13.5	10.9	16.9
11 – 20 years	Percent	28.1	27.2	27.1	23.5	19.0
Over 20 years	Percent	17.5	16.2	17.2	16.2	20.7

<b>Development of the average hourly wage rate</b>	Unit	2016	2018	2020	<b>2022</b>
Girsberger AG, Buetzberg	CHF	32.40	32.36	32.92	35.31
Girsberger Holding AG, Buetzberg	CHF	52.09	56.84	58.10	58.29
Girsberger GmbH, Endingen	EUR	22.02	19.33	19.52	20.01

All salaries of the Swiss employees correspond to the regulations of minimum wage.

Germany introduced a statutory minimum wage system in 2015. Our location in Endingen fulfils these requirements. In July 2021 the minimum wage was €9.60, in January 2022 €9.82 and in July 2022 €10.45. Since October 2022, the minimum wage has been €12.00.

There are no basic salaries defined according to jobs or to tasks and areas of responsibility. However, all wages and monthly salaries are reviewed at least once a year on a gender-neutral and performance-oriented basis and adapted individually. The following are taken into account: wage lists, wage comparisons by department, wage trend of employees, and performance assessment as part of annual performance reviews.

### Coverage of the organization's defined benefit plan obligations

The employee benefit plan is governed as follows:

Switzerland (Girsberger Holding AG and Girsberger AG)

The pension scheme for all Girsberger AG and Girsberger Holding AG employees is governed by the AHV and an affiliation contract with the Swiss Life (BVG) collective pension foundation. The pension fund regulations of Girsberger AG and Girsberger Holding form the basis of this contract. All employees subject to AHV contributions whose income exceeds the minimum annual salary in accordance with the BVG are members of the fund. A defined-contribution savings insurance scheme enables insured persons to accrue retirement assets in an individual pension account. The contributions are paid in equal parts by the employer and the employee. According to article 65a paragraph 3BVG, Swiss Life guarantees a 100% coverage ratio for all insured risks at all times, and, therefore, no pension provisions are required in the balance sheet. In cases of termination of the employment relationship, full portability of pension assets applies.

Germany (Girsberger GmbH)

All employees are insured by the state pension system. The contributions are paid in equal parts by the employer and the employee. The employer is not liable in cases of termination of the employment relationship. The retirement age for persons born in 1946 and before is 65, for those born from 1964 and later 67. A sliding scale has been established for those born in the intervening years. A further company pension plan can be concluded, up to 4% of the assessment ceiling of the pension scheme. This is financed by the employee and is neither taxable nor subject to social security. Since 2019, the employer is obliged to pay a subsidy of at least 15% from the contribution assessment limit, in 2022 max. Euro 42.30 per month. Girsberger GmbH goes beyond this minimum amount and pays a subsidy of max. Euro 94 per month.

<b>Percentage of employees covered by collective bargaining agreements</b>	Unit	2014	2016	2018	2020	<b>2022</b>
Girsberger AG, Buetzberg	Percent	93.1	94.9	93.6	97.1	96.2
Girsberger Holding AG, Buetzberg	Percent	0 <sup>(*)</sup>	0 <sup>(*)</sup>	0 <sup>(*)</sup>	0	0

<sup>(\*)</sup> The figures listed in previous years had to be corrected. The employees of Girsberger Holding AG are not subject to the Collective Labour Agreement (CLA). This interpretation arose because the provisions of the CLA are also applied to the contractual relationships of the employees of Girsberger Holding AG.

<b>Total number and rate of employee turnover by gender, age group and region</b>	Unit	2018	2020	2022
Girsberger AG, Buetzberg	Total	15	6	11
Girsberger Holding AG, Buetzberg	Total	0	0	0
Girsberger GmbH, Endingen	Total	8	6,75	7,5
Girsberger AG, Buetzberg	f/m	3 (2.9%)/12 (11.5%)	1 (1.0%)/5 (4.9%)	1 (0.9%)/10 (9.4%)
Girsberger Holding AG, Buetzberg	f/m	0/0	0/0	0/0
Girsberger GmbH, Endingen	f/m	3 (2.3%)/5 (3.8%)	5 (3.7%) 7 (5.1%)	2 (1.5)/8 (5.9)
Girsberger AG, Buetzberg	Percent	2.9<30, 8.7 30-50, 2.9>50	2.9<30, 2.9 30-50, 0>50	1.9<30, 3.8 30-50, 4.7 >50
Girsberger Holding AG, Buetzberg	Percent	0	0	0
Girsberger GmbH, Endingen	Percent	2.3<30, 3.0 30-50, 0.8>50	5.8<30, 2.2 30-50, 0.7 >50	0.0<30, 3.7 30-50, 5.0 >50

<b>Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programs</b>	Unit	2014	2016	2018	2020	2022
Girsberger AG, Buetzberg	Percent	4.6	4.4	2.8	2.9	2.8
Girsberger Holding AG, Buetzberg	Percent	0	4.8	5.3	5.6	5.6
Girsberger GmbH, Endingen	Percent	2.5	2.2	2.3	2.9	2.9

### **Health and safety topics covered in formal agreements with trade unions**

There are no formal agreements. However regular trainings with regard to work safety and ergonomics take place, in line with ISO 14001 HSE (Health, Safety, Environment). In Switzerland in collaboration with SUVA (Swiss Accident Insurance Institute), in Endingen with BG RCI (Professional Association Raw Material and Chemical Industry).

Rates of injury, occupational diseases, lost days and absenteeism, and number of work-related fatalities by region	Unit	2016	2018	2020	<b>2022</b>
Girsberger AG, Buetzberg					
- Injury rate	Percent	0.0041	0.0026	0.0029	0.1023
- Occupational disease	Percent	0	0	0.0006	0
- Lost day rate	Percent	0.5	0.4	0.35	0.28
- Absentee rate	Percent	4.3	3.2	2.98	2.26
- Work-related fatalities	Number	0	0	0	0
Girsberger Holding AG, Buetzberg					
- Injury rate	Percent	0	0	0.004	0
- Occupational disease	Percent	0	0	0	0
- Lost day rate	Percent	0.1	0.1	0.16	0.27
- Absentee rate	Percent	1.2	1.0	0.16	2.20
- Work-related fatalities	Number	0	0	0	0
Girsberger GmbH, Endingen					
- Injury rate	Percent	0.0021	0.0018	0.002	0.557
- Occupational disease	Percent	0	0	0	0
- Lost day rate	Percent	0.7	0.9	1.16	3.86
- Absentee rate	Percent	6.4	7.6	10.32	32.03
- Work-related fatalities	Number	0	0	0	0

Type of injury (as of 2019):

Girsberger AG, Buetzberg:

2019: Stumble, fall, bruise, contusion

2020: Contusion, rupture, strain

2021: Cut, eye injury, contusion, dislocation

2022: Cut, falls, stumbles

Girsberger Holding AG, Buetzberg:

2019: None

2020: Contusion

2021: None

2022: None

Girsberger GmbH, Endingen:

2019: Cuts, bruises, torn tendons, torn ligaments, eye injury

2020: Commuting accident, tendon rupture, bruises, cuts and puncture wounds

2021: Accident on the way, cuts, bruises, contusions

2022: Cuts, kneecap popped out

## Education, training, counselling, prevention, and risk-control programs in place to assist workforce members, their families, or community members regarding serious diseases

The anonymous “corporate social counselling BSO” is available free of charge to all employees at Girsberger AG and Holding AG, as well as to their families. Internal health management activities for employees (without families or parishioners) are conducted with AOK (statutory health insurance) at Girsberger GmbH.

Average hours of training per year per employee by gender and employee category (without trainees)	Unit	2016	2018	2020	2022
Girsberger AG and Girsberger Holding AG, Buetzberg					
- Employees	Hours	5.1	8.7	3.7	7.5
female/male	Hours	3.2/5.7	8.1/8.9	2.7/4.2	14.2/5.4
- Executives	Hours	2.5	12.7	5.5	5.4
female/male	Hours	0.5/2.8	23.7/10.6	3.1/5.8	1.6/6.4
- Management	Hours	9.3	14.7	8.9	2.9
female/male	Hours	33.5/4.9	26.7/12.3	16.8/7.7	8.2/2.5
Girsberger GmbH, Endingen					
- Employees	Hours	7.6	2.1	3.0	6.6
female/male	Hours	4.9/9.7	1.5/2.5	3.0/2.9	7.3/4.7
- Executives	Hours	13.7	21.3	28.4	11.9
female/male	Hours	16.6/12.7	32.3/14.9	92/9.9	21.4/6.2
- Management	Hours	1.3	12.8	2.0	1.5
female/male	Hours	0/1.3	0/12.8	0/2.0	0/1.5

## Programs for assisting employees in managing career endings

Location Buetzberg

Employees of Girsberger AG and Girsberger Holding AG between the age of 60 and regular retirement age have a one-time opportunity to attend a seminar in preparation for their retirement. These employees will receive written information regarding this option from Human Resources when they reach the age of 60.

Location Endingen

Girsberger GmbH has not been able to find any similar offers in the vicinity. However, employees can request a free consultation with their pension fund.

## Human Rights

### Percentage of significant suppliers and contractors that have undergone screening on human rights and actions taken

Total number of significant suppliers	34
Contracts or screening	100 %
Suppliers with known CSR problems	0 %

No specific employee trainings on human rights aspects have been conducted yet.

The Girsberger Code of Conduct on preventing and combating corruption and reporting irregularities (whistleblowing) is intended to protect employees from serious irregularities, misconduct and/or wrongdoing. In addition to internal contact points, employees also have access to external specialists who guarantee anonymity. With the Girsberger Quality Commitment, each employee also undertakes with his or her signature to take immediate action if omissions, negligence or any form of injustice towards others is observed, and in any case to inform a superior.

No operations were identified where workers' rights to freedom of association or collective bargaining were threatened.

During the last reporting period, we developed a policy statement on ethics and human rights. The aim of this policy statement is to formalise and describe in more detail the commitment to society described in the corporate mission statement "WE ARE GIRSBERGER". It is intended to create a framework for our company's attitude and responsibility for human rights due diligence that is valid for our own business activities as well as for our suppliers and business partners. The targets for the next reporting period are set out in the Sustainability Report on page 70.

## **Society**

### **Total number and percentage of business units analysed for risks related to corruption, and identified significant risks**

<p>There were no incidents of corruption. An in-house system has been developed to continually check all business units for risks of corruption. All payments and transactions that are approved must be initiated by two employees with signing authority (including the CEO). This is also checked when the annual financial statements of the Girsberger Group are audited.</p>
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### **Protection of customer data**

In the period under review, there were no substantiated complaints regarding breaches of protection and loss of customer data.

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