Unite

Sustainability Code Declaration

Unite Holding SE

Value added. Value shared.

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Content

General Information

Describe your business model (e.g. the purpose of the company, products/services)

At Unite, we connect the economy for sustainable business. Our trusted e-procurement platform enables effortless sourcing and purchasing for B2B and public sector organisations. Bringing buyers and suppliers together for mutual benefit, Unite has established a solid foundation of fair competition and trustworthy partnerships. The platform's scalable infrastructure supports connections, business stability and a robust supply chain. We revolutionise e-commerce for B2B and the public sector by adding and sharing value for markets and communities. In 2022, we became the first platform business accredited with the Fair Tax Mark, representing the global standard for responsible tax conduct. Our headquarters is located in Leipzig, Germany. Unite operates in 12 European countries with over 700 employees working both in-office and remotely. In 2023, we achieved revenue of €440.8 million. For more information, visit unite.eu.

Criteria 1–10: Sustainability Concept
Criteria 1–4: Strategy

1. Strategic Analysis and Measures

The company declares whether or not it pursues a sustainability strategy. It explains what concrete measures it is undertaking to comply with key recognised sector-specific, national and international standards.

Unite sees itself as a procurement service provider, offering a platform, content and services to both the private and public sectors. Our goal is to help buyers achieve their long-term sustainability goals – from sustainable procurement practices to manufacturer-led innovation. This commitment to sustainability is summed up in our corporate purpose: "We connect the economy for sustainable business." This purpose guides our business strategy and guides us in everything that we do. Sustainability is therefore already deeply integrated into our overarching corporate strategy.

In this regard, sustainability encompasses two main perspectives: the sustainable organisation of our procurement services and the sustainable management of our own business operations. In 2024 and 2025, we will develop specific goals and areas of action based on this strategy.

In 2020, Unite embarked on the path towards a comprehensive sustainability strategy. After starting the development process by setting up our Environmental Sustainability Team in business operations, continuing the EcoVadis sustainability rating and appointing an external sustainability consultancy, we conducted an extensive materiality analysis in 2021. Parallel to this, the responsibilities for the sustainable development of our group were further institutionalised, and the first sustainable procurement offerings were launched on our platform. Activities in 2022 and 2023 focused on developing a sustainable product strategy and working on the areas identified in the materiality analysis.

The road to our comprehensive sustainability strategy
In 2024, we plan to conduct a new materiality analysis in line with the ESRS. Therefore, all the results of our multi-year development process will be consolidated in a sustainability strategy in 2025, a year later than initially planned. In this process, we'll work out which (sustainability) standards are suitable as a framework for our business model and how they can be integrated. Individual standards such as the ILO's core labour standards are already applied (see Criterion 14). Others, such as the UN Global Compact and ISO certifications, are under review. Furthermore, in 2023 we began drawing up a CO_2 reduction roadmap to achieve a 1.5-degree-compatible business model for the whole of Unite Holding SE. In 2024, the possibility of participating in the Science Based Targets Initiative will be considered. The reduction roadmap will serve as a basis for an action plan.

As a neutral platform with an integrated marketplace and procurement portal, Unite is uniquely positioned to significantly support businesses and the public sector in adopting sustainable procurement practices. It can also facilitate strategic decisions that embed sustainability into everyday operational activities.

The first steps in the development of the sustainability strategy resulted in the following areas of action, where the implementation of sustainability measures has since begun:

> Development of a 1.5-degree-compatible reduction pathway
> Sustainable product strategy and positioning
> Integration of sustainability criteria on our trading platform
> Implementation of risk screening for direct suppliers in our supply chain in accordance with the German Act on Corporate Due Diligence Obligations in Supply Chains (LkSG)
> Developing strategies for the topics identified in the materiality analysis, namely 'fostering sustainability competence through education and training' and 'equal opportunities and diversity'
> Preparing for compliance with the reporting requirements of the Corporate Sustainability Reporting Directive (CSRD)
> Formalisation of various processes through the creation of policies and guidelines

2. Materiality

The company discloses the aspects of its business operations that significantly impact sustainability issues and what material impact sustainability issues have on its operations. It analyses the positive and negative effects and provides information as to how these insights are integrated into the company's processes.

Although we don't manufacture anything and don't offer any logistics services, by means of our actions we can positively influence our suppliers, our customers and Network participants, and motivate them to act sustainably. Our supplier and customer structure is very diverse, consisting of companies of all sizes and operating in various industries. Our business environment is characterised by growing digitalisation and increasing pressure from other market competitors. In addition to our motivation, the push towards sustainable development is intensified by laws and directives like the CSRD, as well as by the expectations of investors, customers and other market players.

More information on our value chain is contained in Criterion 4.

18 sustainability aspects for the materiality assessment
To identify the key sustainability aspects arising from our business activities and operations in 2021, we conducted an extensive materiality analysis according to the requirements of GRI 101. The dual materiality analysis in line with the ESRS is scheduled for 2024.

In 2020, we took the first step by compiling a longlist of sustainability aspects and then distilling them into a shortlist. The longlist included more than 80 topics from all ESG (environmental, social, governance) areas. The topics were discussed in two workshops attended by internal stakeholders (one adopting an inside-out approach, the other working outside-in) based on industry guidelines, comparable sustainability reports, and with guidance from a sustainability consultancy retained by Unite. The results were clustered and an initial selection carried out. This resulted in a shortlist comprising nine sustainability aspects for business operations and business activities, forming the basis for the materiality analysis in 2021.

Our analysis according to the principles of dual materiality
The 18 aspects mentioned above were assessed in terms of their materiality from two viewpoints: (a) the impact on stakeholder assessments and decisions, and (b) the materiality of economic, environmental and social impacts. The evaluation of the two viewpoints turned out as follows:

(a) Impact on stakeholder assessments and decisions
The evaluation was based on assessments by three stakeholder groups: internal stakeholders, customers and investors. The assessment by internal stakeholders was carried out in a survey. In it, more than half of our employees evaluated the risks and opportunities associated with the 18 sustainability aspects and their function as levers for the sustainable development of Unite Holding SE. We derived the customer perspective from enquiries regarding sustainability aspects collected in previous years. The investors' perspective was determined by evaluating the requirements of sustainability standards and regulations specifically for investors. The requirements of the Principles of Responsible Investments (PRI), the Task Force on Climate-Related Financial Disclosures (TCFD) and the draft EU Taxonomy Regulation were considered. Two thirds of the final evaluation was made up of internal stakeholders' views, while analyses of customers' and investors' views each accounted for a sixth.

(b) Materiality of economic, environmental and social impacts
The materiality/impact assessment consists of the management assessment, the evaluation by our external sustainability consultancy, interviews with various experts, and the requirements of appropriate standards for e-commerce and digital companies. The management assessment was based on the same survey responded to by

all other internal stakeholders. The results of our CO2e footprint assessment and the cross-sector experience of our consultants were included in the assessment by our sustainability consultancy. To assess industry-specific impacts on the basis of standards, relevant statements by industry associations and the SASB standards for e-commerce and digital companies were considered. For an additional qualitative assessment of the impacts, we conducted interviews lasting between one and two hours with six experts (including CSR managers working for competitors) on the 18 sustainability aspects. The final evaluation was produced by combining the views of the management and sustainability consultants (one third each) with the experts' evaluations and the analyses of the sector-specific impact (one sixth each).

The materiality analysis will be continuously developed in the coming years through more intensive direct dialogues with customers, investors, suppliers and NGOs, and will be expanded to pay more attention to product strategy.

Opportunities and risks associated with our nine key sustainability aspects
This evaluation led to the identification of nine material sustainability aspects. Four are related to our business activities and five to the sustainable development of our business operations. On the one hand, we want to use them to counter possible risks such as the shortage of skilled workers, future regulatory requirements, and the economic risk due to the potential loss of market share in the sustainability segment. On the other hand, we see many opportunities to focus on these thematic clusters. As a company, we connect thousands of suppliers and customers. With every sustainable item on our platform and the possibility to identify and integrate it into the procurement process, we enable thousands of companies to get one step closer to 100% sustainable procurement. Our business activities thus act as a multiplier for sustainable development.

The four sustainability issues identified as material for our business are:

1. Transparency regarding sustainability features of products and suppliers on our platform
2. The creation of a verification system for the sustainability performance of products and suppliers
3. The integration of a selection mechanism for non-sustainable products and suppliers
4. Supporting customers with sustainable procurement

The increasing importance of certain topics is driven by rising stakeholder expectations, particularly among customers, and the beneficial impacts of enabling sustainable procurement. As a result, the relevance of these topics primarily stems from the inside-out impact of our business activities.

More details of our initiated and planned measures – and the assessment of risks and opportunities related to these four sustainability aspects of business operations – are contained in almost all the criteria of this report, especially Criteria 4, 9, 10 and 17.

The five sustainability issues identified as material for our business operations are:

1. Preservation and continuous improvement for equal opportunities and diversity
2. Increasing sustainability expertise through education and training
3. Stronger control mechanisms and the signing of codes of conduct
4. Sustainable development of business mobility
5. Continuous development of environmental management elements

The relevance of topics 1, 2 and 3 results primarily from outside-in and inside-out dynamics. Other factors that impact the relevance of these topics are social and regulatory change in Unite's business environment, the evolving expectations of internal stakeholders and the subsequent opportunities and risks. Topics 4 and 5 are deemed material because of their relevance to the environmental impact of our operations (inside-out effect, especially GHG emissions).

Details regarding the opportunities and risks of these five key sustainability topics as well as our business operations (both planned and already underway) are contained in Criteria 13, 14, 15, 16 and 20.

3. Objectives

The company discloses what qualitative and/or quantitative as well as temporally defined sustainability goals have been set and operationalised and how their level of achievement is monitored.

The preparation of a sustainability strategy began in 2022 and will continue to be developed in 2024 and 2025. More details are contained in Criterion 1.

During the initial stages of developing our sustainability strategy, we identified three medium to long-term goals, some of which are still in their foundational phases. This prioritisation was based on three guiding questions:

1. How can we as a company immediately contribute to sustainable development?
2. What enhancements to existing organisational structures are vital for all other steps towards sustainable business operations?
3. What steps are necessary to become a 1.5°C-compliant company?

The answers to these questions resulted in the following objectives, which were further refined, detailed, and expanded upon between 2021 and 2023:

❯ As a company that doesn't sell its own retail products, our primary role is to provide sustainability information on third-party items and ensure that our customers' procurement sustainability requirements are met. The goal is to enable every customer to procure sustainably without additional effort. To achieve this overall objective, we formulated three subgoals:

   Subgoal 1: In 2024, we aim to carry out preliminary risk screening for suppliers in all markets. This will lay the groundwork for gradually setting up the processes required for concrete risk analysis in non-German markets. Assistance will be provided by osapiens' fully automated software.

   Subgoal 2: To provide an initial version of CO2e reporting for goods sold on our platform. Measuring, reporting and reducing GHG emissions associated with purchased goods (Scope 3.1) is mandatory for a growing number of our customers.

   Subgoal 3: Consolidation and quality assurance for our filters for sustainable items in line with the Green Claim Directive, in collaboration with NGO experts and suppliers.

❯ The clear responsibilities established in 2021 for internal sustainability, compliance and sustainability on the platform will be further institutionalised at Executive Board and operational level in 2023. In 2022, we established a new role dedicated to the sustainability of product management to oversee all sustainability-related activities on our platform. The synergy between this cross-functional role and product managers across different areas in the company was further enhanced in 2023 and an additional position was created in this area.

❯ In 2023, even more employees were involved in compliance activities.

❯ Building on our CO2 footprint data from 2019 to 2022, in 2023 we began outlining a CO2 reduction roadmap. Through genuine CO2e reductions we aim to become a business operation compliant with the 1.5°C target set by the Paris Agreement. To support these efforts, we will consider joining the Science Based Targets Initiative in 2024. CO2e offsets will play a minor role.

The targets are formulated by those responsible as defined in Criterion 5 in consultation with the Executive Board members. Monitoring is also conducted by the Executive Board, which stays apprised of progress through regular reports.

A review of whether our sustainability goals are to be related to the UN's 17 SDGs will begin in 2024.

4. Depth of the Value Chain

The company states what significance the aspects of sustainability have for added value and how deep in the value chain the sustainability criteria are verified.

Our position as a platform

Unite is a platform in the procurement value chain for small, medium and large companies for tail-end spend. This means Unite buys according to the customer's (often long-term) requirements and assumes the associated risks. Our platform covers customers' peripheral and core requirements regarding catalogue-based goods. Due to its impartial position towards all suppliers, the offers chosen are those that best meet the customer's (sustainability) criteria.

Unite doesn't perform functions of purchasing raw materials, intermediate storage or delivery. Instead, Unite operates an infrastructure (the platform) while shouldering the associated risks, and provides services such as content management with hundreds of millions of items in electronic catalogues, order processing and commercial services – all without maintaining its own stock, production or logistics. The procurement processes are almost completely digitalised thanks to the use of electronic catalogues and electronic documents like orders, order confirmations and invoices. Unite consolidates invoicing as the single creditor, thereby streamlining commercial processes and reducing costs for its customers.

Various aspects of sustainability are relevant in our value creation stage. They are described in detail in the following Sustainability Code criteria.

> Criterion 2 presents an overview of the current materiality analysis.
> In Criteria 11–13, we describe all the environmental sustainability aspects (with a focus on resource consumption and climate-relevant emissions) necessary for the provision of our IT and commercial services.
> In Criteria 14–16, we describe aspects of social sustainability (internal), while in Criteria 17–19 we describe the aspects of social sustainability (external).
> Criterion 20 concludes by explaining governance-related sustainability aspects, which are very important for our business.

Our new basic process for human rights and environmental risk analysis of suppliers

Being a responsible company, we are taking steps to comply with the German Act on Corporate Due Diligence Obligations in Supply Chains (LkSG). Although not subject to the LkSG as our company is too small, we intend to proactively address its requirements.

Unite maintains a local supplier structure. We're a European organisation and our national subsidiaries offer buyers procurement services from European suppliers only. This 100% European supplier base drastically reduces the risk of human rights violations among our Tier-1 suppliers.

We're also working to ultimately ensure our activities comply with the LkSG in full. This is why we introduced osapiens' fully automated software solution for risk analysis and assessment in 2023. Standardised templates from the law firm Graf von Westphalen support legally compliant risk assessment and the efficient management of corrective and preventive measures. Because it operates in 12 European markets, Unite also monitors similar supply chain laws in the UK, Switzerland, France and the Netherlands, as well as developments at the level of the European Union.

Transparency of ESG performance

In 2023, we developed a concept for tracking and managing ESG performance. It soon became apparent that before query and selection mechanisms can be implemented, suppliers and buyers must first agree on what international quality assurance initiatives and certifications for companies are relevant to selecting suppliers with good ESG practices.

We also gathered initial market feedback on key sustainable procurement criteria for buyers, which we'll explore more in 2024.

❯ **Study on sustainable procurement and responsible supply chains in Europe**
The JARO Institute for Sustainability and Digitalisation e.V. (JARO) teamed up with CBS International Business School and Unite to conduct a study on sustainable procurement and responsible supply chains in Europe. The whitepaper summarises the key study findings. The study indicated that sustainability aspects would feature more strongly in procurement strategies and policies in 2023 than in 2020. However, whether they would actually be implemented on a day-to-day basis would only be reflected in procurement decisions. While 33% of the surveyed companies have set sustainability targets for procurement, only 16% have integrated them into their procurement processes. Suppliers with a good sustainability track record should be acknowledged through contract awards as this incentivises buyers to enhance their own sustainability performance.

❯ **Stakeholder Dialogue:**
During the Unite Sustainability Stakeholder Dialogue 2.0 we discussed various sustainability topics with suppliers and procurement managers from leading companies. We spoke about responsible sourcing, sustainable choices and Scope 3 CO2 reporting.

Stakeholders hoped the platform would offer a feature that filtered suppliers based on their sustainability performance or that this would be integrated into shopping basket optimisation. In addition to certifications and ratings like ISO 14001 and EcoVadis, they also expressed a desire for greater consideration of regionality and shipping-related aspects such as bundling. However, the challenge of assessing sustainable corporate management and existing measures in the absence of certifications remained unresolved.

Our filter for sustainable items

Over 114 million items are available on Unite's Marketplace. Given this vast amount, reviewing the socio-economic and/or ecological problems along the value chain of each product is currently not feasible. However, to allow our customers to select more sustainable products, the filter can help narrow down the search in more and more categories. Currently, our platform supports product filtering based on over 30 environmental and social labels for approximately 2,700 search terms. By incorporating internationally recognised and regularly and independently verified environmental and social labels, we ensure our customers can confidently purchase sustainable items, including in compliance with the EU Green Claim Directive. These labels provide insights into the conditions at the earliest stages of the supply chain, helping to mitigate health and safety risks as well as social and environmental risks for both Tier-n suppliers and buyers. The Unite certificate filter also serves as a market radar that shows which certified products are available at what price and delivery date. Altogether, the Unite marketplaces (including those outside Germany) currently offer almost 2.66 million certified items (as of 22 August 2023).

Our Sustainable Choice initiative: Soundly underpinned sustainable procurement

In addition to the general ESG risk assessment, in 2021, we launched the 'Sustainable Choice' vertical. Sustainable Choice is intended to enable sustainable procurement for customers. Suppliers and their products are assessed with the help of an extensive list of criteria drawn up in conjunction with various NGOs and experts. Acting as an advisory board, this group also continuously refines the criteria. If a supplier passes the assessment, its offering is included in the Sustainable Choice catalogue and the supplier's details are published on our website. This approach enables high-quality, sustainable procurement with maximum transparency regarding the supplier's sustainability performance.

CO2 Reporting

In collaboration with Yook, an expert in measuring, managing and reducing product-related CO_2 impacts, we launched a project in 2023 to explore the complexities of CO_2 reporting. Yook analysed the order archives of six pilot customers and supplemented them with CO_2 data. Afterwards, these customers received a detailed CO_2 report for all the items bought on our platform. The data from these reports was individually examined and assessed against various criteria, providing us with invaluable insights for the development of a future CO_2 reporting tool. As comprehensive, supplier-specific PCF (product carbon footprint) data isn't yet available for individual products, we are initially using a category-specific emission factor calculated by Yook, enhanced with an accuracy score. This enables buyers to assess the quality of data throughout the reporting process. The aim is to boost the availability of items with supplier-specific LCA (life cycle assessment) or PCF data. Pending the complete integration of our CO_2 reporting tool scheduled for 2024, we are providing an interim solution based on the analysis of market-specific shopping baskets from our Unite platform which calculates the CO_2 value per euro spent. This helps our customers estimate their Scope 3 emissions.

Criteria 5–10: Process Management

5. Responsibility

Accountability within the company's management with regard to sustainability is disclosed.

The global issue of sustainability was cemented in the company's corporate values in 2020, giving it a firm position within the Executive Board's central area of responsibility. To establish an operational responsibility structure, cooperation with a sustainability consultancy began that same year, and the team dedicated to environmental sustainability in business operations was set up. Various employees with a keen interest in sustainability work together in this team in an open structure to develop measures designed to improve ecological sustainability in Unite's day-to-day business.

Three positions for holistic, sustainable development
Having established three operational roles dedicated to sustainability in 2021, they were strengthened in 2023 through the creation of additional positions. Two individuals focus on sustainability issues related to our platform, another oversees internal sustainability issues and two more are tasked with compliance responsibilities. In these roles, a holistic approach is taken to sustainability, i.e. attention is paid to social, environmental and governance aspects.

The colleagues keep in close touch at their fortnightly meetings. Certain issues are jointly addressed by these three individuals.

Clear assignment of sustainability managers to the executive level
The Internal Sustainability Manager reports directly to the Executive Board member for Finance, Legal, HR and Organisational Development every week. The main information is reported to the Executive Board every eight weeks. Therefore, internal sustainability is given high priority, with the Internal Sustainability Manager working closely with senior management.

Furthermore, the Internal Sustainability Manager coordinates the Environmental Sustainability Team. The Environmental Sustainability Team acts independently, yet contributes to certain projects, such as devising reduction schemes for our CO_2 reduction roadmap. To address equal opportunities and diversity as defined in the materiality analysis, our Internal Sustainability Manager has set up a DE&I Working Group comprising representatives from Human Resources and Organisational Development.

The topic of compliance is incorporated within the Legal Department. The Legal Department is assigned to the Executive Board member for Finance, Legal, HR and Organisational Development. At the end of 2023, we reorganised our Compliance Team. It now comprises a Head of Compliance (Compliance Officer) appointed by the Executive Board, alongside two Compliance Counsels. The Compliance Team is responsible for developing a sustainable compliance management system. The Compliance Officer reports directly to the Executive Board, providing updates on current issues, progress in implementing legal requirements, the introduction of internal policies, and any escalations. Based on decision templates, the Executive Board makes strategic decisions, and their implementation is also reported.

The Sustainability Managers for Unite Marketplaces are part of the Product Management Team. The Head of Product Management Sustainability reports directly to the Executive Board Member responsible for IT, Product Management and Operations.

She's a member of the Senior Management. In their meetings with a fixed group of participants, those responsible from departments such as Legal, Human Resources and Finance report confidentially on issues and problems to the Executive Board and the second tier of management. The Senior Management receives information from the decision-maker and can raise justified objections, which are dealt with by the decision-maker. Additionally, the Head of Product Management Sustainability provides updates on current issues and the progress of implementing sustainability initiatives on the platform during fortnightly sync meetings. These meetings, initiated by the various product management officers, are open to all internal company stakeholders to share updates on target achievements and ongoing projects.

6. Rules and Processes

The company discloses how the sustainability strategy is implemented in the operational business by way of rules and processes.

The preparation of a sustainability strategy is planned for 2024 and 2025. More details are contained in Criterion 1. In 2022, based on the results of the materiality analysis (see Criterion 2), sustainability aspects were further implemented in internal rules and processes. The steps already taken in 2020 to 2023 are set out in more detail below.

Sustainability embedded in our corporate values
The global issue of sustainability was embodied in our corporate values back in 2020.

The sustainability principles can be summed up as:

> Diverse
> Honest
> Fair
> Courageous
> Human

Our business model is based on these values, representing our 'cultural lodestar' guiding our activities. They were introduced to all departments in workshops and other interactive formats. The aim was to gauge where these values are already visible in our daily actions and where considerable changes still need to be made. When identifying our values, rather than finding the correct definition, the main aim was to flesh them out with employees and managers by taking into account their personal stories and experiences. The values are applied throughout all processes, for example in discussions with employees or when choosing suppliers.

Knowledge transfer as the basis for process changes
The Environmental Sustainability Team carried out various knowledge transfer measures to integrate aspects and circumstances of sustainability. It drew up a change canvas – an initial roadmap for the revision of rules, processes and ways of doing things. On this canvas, the team formulated the objective that environmental sustainability must be reflected in all of the company's decisions. For us, this means that by 2025, all employees will take sustainability into account as an integral part of key decisions. Sustainability considerations are integral to both external activities, such as supplier selection, and internal processes, for example annual employee appraisals.

Initially, the team concentrated on raising awareness of environmental sustainability within the company as well as on educational work. Employees can give feedback on existing processes and rules on various pages of the company's intranet and are invited to contribute additional ideas for sustainable development.

In 2022, an e-learning course was developed consisting of five-minute tutorials on various sustainability topics. The findings of the internal survey conducted as part of the materiality analysis concluded that not everybody in the company was aware of the aspects of sustainability already addressed by the company. The tutorials posted on the company's internal Learning Management System are intended to spread this information. All employees are urged to complete these tutorials. As well as being a source of knowledge, they motivate employees to rethink processes in terms of sustainability and encourage dialogue on the forum created alongside the tutorials in the Learning Management System. Our library of training videos is continually growing. For example, in 2023 we added new courses on environmental management guidelines and business travel.

Consideration of sustainability aspects in home office equipment and the new headquarters in Leipzig

During the transition to Smart Work (a form of hybrid work described in Criterion 15), employees are entitled to use company IT equipment at home. We have selected products according to the internally defined sustainability criteria (see Criterion 17).

Unite's headquarters has been built in accordance with the Gold Standard sustainability criteria of the German Sustainable Building Council. Certification is due to be completed in 2024. It guarantees compliance with various parameters including energy efficiency, resource conservation and the promotion of a healthy working environment. As part of our commitment to sustainability, we have made it mandatory for all bids on building works and other services to incorporate sustainable practices. For example, while there are only five parking spaces for internal company shuttles and customers, the bicycle parking station accommodates 280 bikes. Moreover, these five parking spaces feature electric charging points.

Consideration of sustainability aspects in our policies

In our Travel Expenses Policy, rail travel is designated as the preferred sustainable means of transport. Only in certain circumstances may other means of transport be used. In 2022, a ban on domestic flights was introduced. The Waste Management Policy outlines our commitment to waste avoidance, sorting and disposal, while the Energy Management Policy emphasises the avoidance, reduction and control of energy consumption. Our Procurement Guidelines address sustainability and compliance as distinct areas of focus.

Clear responsibilities for sustainability issues

As described in Criterion 6, specific responsibilities for sustainability priorities were established in 2021. Two individuals are tasked with integrating sustainability aspects into our trading platform, another focuses on internal sustainability initiatives, and two others oversee compliance matters. This enables efficient, structured work at an operational level. Reporting to the Executive Board (the Managing Directors) and the Senior Management enables coordination between the operational and strategic levels. As a result, the development of the sustainability strategy, fundamentally an Executive Board responsibility since 2022, does not adhere strictly to a top-down approach. Instead, the operational level is actively engaged in this process.

In 2024, we plan to appoint sustainability ambassadors at our international subsidiaries. This initiative aims to enhance the integration of these locations into our broader sustainability efforts and ensure greater attention is paid to market requirements outside Germany.

7. Control

The company states how and what KPIs (key performance indicators) related to sustainability are integrated into its periodical internal planning and control processes. It discloses how suitable processes ensure the reliability, comparability and consistency of the data used for internal management and external communication.

EcoVadis as a rating and external control mechanism

The EcoVadis rating has been used as a monitoring mechanism since 2020. It assesses four categories: the environment, sustainable procurement, ethics, and labour and human rights. The use of this rating enables comparability with previous years and thus help us to monitor progress in the sustainable development of our company. Furthermore, the rating scorecard highlights opportunities for improvement, reveals weak spots and spurs us on to continuous development. An important result of the rating carried out in 2020 (for the reporting year 2019) was the need to increase the transparency of sustainability performance and deficits in a publicly accessible sustainability report. Topics that require improvement in the EcoVadis rating will be subsequently reviewed. However, the principle of rationality applies here: concepts should only be developed, and changes made if they represent added value and won't just serve to meet an EcoVadis criterion.

CO2e footprint as an initial internal, quantitative KPI

An initial CO2e footprint was drawn up in 2019 to define quantitative targets for limiting global warming to 1.5°C. An important environmental KPI is the observation of greenhouse gas emissions over time. The aim is to establish the partial results of the CO2 balance as indicators of ecological, sustainable development with the annual calculation of a CO2e footprint. The results of the CO2e footprint for the reporting year 2022 and the initial conclusions that can be drawn from the comparison of the assessments from the years 2019 to 2022 are discussed in more detail in Criteria 11–13.

The footprint was presented to the Senior Management and to all employees in a five-minute tutorial. Annual workshops are held with those responsible for the departments that have a particular influence on emissions (e.g. Fleet Management and Office Management) to improve existing reduction measures and identify new ones. To ensure data comparability, we will calculate the CO2e footprint in accordance with the Greenhouse Gas Protocol.

Employee interaction as an initial, qualitative KPI

Following the educational campaign aimed at spreading knowledge about sustainability, the Environmental Sustainability Team introduced a KPI to measure the level of engagement among the workforce regarding sustainability. In 2022 and 2023, this indicator was developed further. One metric used was the proportion of employees watching the training videos on sustainability. A third of our workforce showed interest, reflecting a fundamental engagement with the topics presented. However, there remains room for further improvement. In 2023, a survey was conducted to find out to what extent employees interacted with the sustainability campaigns conducted in 2022 and 2023, and to gather any further suggestions and requests from employees. Participation was notably lower at 25%. However, the majority acknowledged awareness of the campaigns. We received valuable feedback. In 2024, the Environmental Sustainability Team plans to significantly raise its profile. To achieve this, its intranet presence has already been revamped, and this will be highlighted in an upcoming newsletter article. A new logo has also been created to improve the team's visibility and recognition.

Development of other social and environmental KPIs in 2022

A comprehensive review of additional socio-economic and environmental KPIs took place in 2022 and 2023. The key aspect was that KPIs must enable meaningful reflection of Unite's sustainable development.

For our business operations:

Social KPIs
- Diversity criteria such as age, gender and nationality
- Training and development hours
- Sick days and workplace accidents
- Employee turnover rate
- Average length of service with the company
- Employee retention based on turnover rate
- Proportion of part-time employees

Environmental KPIs
- CO_2e current year compared to CO_2e previous year
- CO_2e per FTE
- CO_2 per euro of turnover
- CO_2e for electricity per FTE
- CO_2e for heating per FTE
- Kilometres travelled (train and car) per FTE
- CO_2e per kilometre in current year compared to CO_2e per kilometre in the previous year

In the first step, we ascertained the status quo by implementing indicators. Data will be collected annually and after three years serve as a basis for discussion for the formulation of targets.

For our business activities:

In 2021 and 2022, work began to create a reporting system showing the 'green spend' – the share of sustainable products within the volume of items bought and sold. In future, this will enable our customers to measure and report their progress towards sustainable procurement in catalogue-based procurement over time and compare it to their targets. In 2022, we recognised the necessity to enhance our technical infrastructure to enable data to be preserved when orders are placed. Moreover, the quality of certification data needs to be improved. We have made this reporting available to OCI interface customers since 2023. We plan to extend green spend reporting capabilities to additional interfaces and formats in 2024 and 2025.

Internal responsibilities have been defined for all KPIs so that the annual disclosure of the KPIs is ensured.

KPIs: Criteria 5–7

KPI GRI SRS-102-16: Values
The reporting organisation must disclose the following information:

a. A description of the organisation's values, principles, standards and norms of behaviour.

Our corporate values are set out in Criterion 6. Standards and norms are described in Criteria 14 and 16.

8. Incentive Schemes

The company discloses how target agreements and remuneration schemes for managers and employees are also geared towards the achievement of sustainability goals and how they are aligned with long-term value creation. It discloses the extent to which the achievement of these goals forms part of the evaluation of the top managerial level (Executive Board/Managing Directors) conducted by the monitoring body (Supervisory Board/Advisory Board).

Focus on non-monetary benefits
There are no variable salary components in our company, neither for managers nor for employees. Moreover, there are no plans to introduce such variable salary systems to meet economic, social or ecological objectives. However, there are a number of non-monetary benefits related to aspects of social sustainability. They include various sports and health activities (gym discounts, sports groups, online fitness, etc.). These benefits were introduced for the good of all employees. The fact that they help to reduce the number of sick days is only a secondary consideration.

To give financial support to employees caring for preschool children, Unite provides an income-related subsidy for each child in day care.

There are currently no specific targets whose attainment could be checked by committees. However, representatives of the responsible departments (Human Resources and Organisational Development) attend a meeting of the Senior Management hosted by the Executive Board every month, where they report on the development of non-monetary measures and their acceptance among employees.

In 2023 we continued to work with the results of the mental health risk analysis conducted in 2018. Building on this, we then introduced additional non-monetary benefits and improved existing services.

Several initiatives were already launched in 2021. Even before the pandemic, many colleagues stated in the survey that they experienced protracted periods when they felt under stress and pressure. Studies show that this condition was exacerbated during the pandemic. To support employees, in 2021 Unite launched Counselling Chat – a text-based service designed to relieve stress during the working day. Professional external counsellors provide support at short notice for stress management using the chat function in Microsoft Teams or on WhatsApp. The principle of Counselling Chat is described in more detail in Criterion 16. In 2023, the Counselling Chat Team added more services, including a workshop on work-life balance and burnout prevention. Planning began in 2023 for new psychological risk analysis in collaboration with TÜV. This started in early 2024. We'll compare the results with those from 2018 and take appropriate measures to address any shortcomings we identify.

Future manager evaluation
Currently, there is no system of manager evaluation in place that addresses social or environmental sustainability goals. Sound evaluation requires an appropriate set of KPIs to assess Unite's sustainable development. As described in Criterion 7, a comprehensive review of possible KPIs was conducted in 2022. The suitability of including these KPIs in an evaluation process for managers is now to be assessed.

KPIs regarding Criterion 8

KPI GRI SRS-102-35: Remuneration policies
The reporting organisation must disclose the following information:

a. Remuneration policies for the highest governance body and senior managers for the following types of remuneration:

> i.   *Fixed pay and variable pay, including performance-based pay, equity-based pay, bonuses, and deferred or vested shares;*
> ii.   *Sign-on bonuses or recruitment incentive payments;*
> iii.   *Termination payments;*
> iv.   *Clawbacks;*
> v.   *Retirement benefits, including the difference between benefit schemes and contribution rates for the highest governance body, senior managers and all other employees.*

b. How performance criteria in the remuneration policies relate to the highest governance body's and senior managers' objectives for economic, environmental and social topics.

a.

> i.   There are no variable salary components, only bonus elements in Executive Board salaries and share options for selected employees.
> ii.   Sign-on bonuses or recruitment incentive payments are not implemented.
> iii.   Thanks to the low turnover rate across all our departments, instances of employer-initiated terminations are rare. Consequently, severance packages that exceed the legal minimum are seldom required to avert legal action.
> iv.   Our HR/Payroll Team's meticulous operations mean clawbacks are virtually non-existent.
> v.   There is a statutory retirement benefit system in place for salaried CEOs. No pension plans exist for the members of the Executive Board, nor any pension provisions or similar.

For managers and other employees, we offer a pension plan with various investment options as mandated by law. Unite contributes 20% above the statutory requirements.

b.

Until now, our performance criteria have been predominantly aligned with economic targets through the attainment of EBITS. The prospect of integrating ecological and social considerations into our target system is yet to be evaluated.

KPI GRI SRS-102-38: Annual total compensation ratio
The reporting organisation must disclose the following information:

a. Ratio of the annual total compensation for the organisation's highest-paid individual in each country of significant operations to the median annual total compensation for all employees (excluding the highest-paid individual) in the same country.

Ratio of the annual total compensation for the organisation's highest-paid individual in each country of significant operations to the median annual total compensation for all employees (excluding the highest-paid individual) in the same country.

Germany: 4.6
Austria: 2.3
France: 2.5
Italy: 1.9
The Netherlands: 2.2
Poland: 3.0
Slovakia: 2.9
Spain: 2.3
Switzerland: 1.4
Hungary: 1.8
United Kingdom: 2.9

9. Stakeholder Engagement

The company discloses how the socially and economically relevant stakeholders are identified and integrated into the sustainability process. It states whether and how an ongoing dialogue takes place with them and how the results are integrated into the sustainability process.

Sustainability only works if the needs and requirements of all stakeholders are expressed in open dialogue and consequently considered.

The stakeholders relevant to us result from our corporate form, our business activity and our daily actions. No specific method was used to identify them.

Our primary stakeholders are:

> Our employees
> Purchasing customers
> Suppliers: manufacturers, dealers, distributors
> Investors
> The financial market, e.g. banks, trade credit insurers
> The economy and its representatives
> The labour market
> Educational institutions
> NGOs
> Associations and industry-specific organisations
> Politicians and legislators

We are in dialogue with all these stakeholder groups, for instance with educational institutions in Saxony-Anhalt via the futurego programme (see Criterion 18), with politicians and trade associations in various consultations (see Criterion 19), with NGOs through our stakeholder dialogue on the Sustainable Choice initiative, and with the public through our participation in events, trade shows, and our own formats such as the Unite Business Breakfast. Our approaches to stakeholder engagement – investors, employees, suppliers and customers – are described in more detail below.

Our open-book policy toward investors
Investors include not just existing financial investors but also potential investors. We maintain open, transparent dialogue with them in the form of an open-book policy.

Existing financial partners receive a monthly report on Unite's economic development. It includes an outlook and additional information on the company's progress. All shareholders receive a quarterly report outlining Unite's economic development. It also provides additional information and announces upcoming internal and external events.

Investors' demands regarding sustainability management at Unite were first considered in the materiality analysis conducted in 2021. In the first step, this was done by evaluating the requirements resulting from the EU Taxonomy Regulation for financial assets and the TCFD Standard (Task Force on Climate-related Financial Disclosures). Since 2022, the sustainability requirements and the related transparency requirements of our investors have been included in our regular dialogue.

Our diverse internal communication

Our company's flat hierarchy is reflected in a culture of open discussion. For example, new employees are invited to attend a fireside chat with the Executive Board, where their questions are answered. What's more, questions can be posted on an intranet page at any time so that they can be addressed by the Executive Board in 'Hello Unite', the company's internal monthly livestream. In 'Hello Unite', the Executive Board reports on the company's current situation and provides insights into the main themes and developments of the past four weeks.

Whenever necessary, this information is explained in the monthly internal newsletter. The newsletter gives each department an opportunity to share information with colleagues from other departments. In addition, new employees are also introduced.

In 2023, we introduced the teamecho employee feedback tool – a digital mood barometer. It uses voluntary, regular and anonymous surveys to give every employee a voice and provide managers with a decision-making basis to foster improved collaboration. While not meant to replace direct feedback, teamecho enables the collection of extensive information and the swift detection of shifts in employee sentiment. That way, managers can respond with support from Human Resources and Organisational Development.

Dialogue between individual employees and managers regarding goals and opportunities for personal development and training takes place in a structured annual meeting.

Employee participation resulting from conversion into an SE

The process of converting the company's legal form from a German stock corporation (Mercateo Beteiligungsholding AG) into a Societas Europaea (Mercateo Beteiligungsholding SE, now renamed Unite Holding SE) was actively shaped by employees across all subsidiaries. In 2021, an agreement on employee participation in Unite Holding SE was signed by representatives of employees and the Executive Board. According to the agreement, a Culture Circle was elected in 2022 from among the employees, which takes part in regular dialogue with the management of Unite Holding SE regarding aspects of cross-border, international and national cooperation in the company. The Culture Circle represents the interests of group employees.

Our sustainable development is based on dialogue with suppliers and customers

Both our Supplier Management Team and our Sales Department are in touch with the market, mostly through one-to-one support. Annual meetings are held to give each other feedback and discuss measures for sustainable qualitative improvement.

An important part of the annual supplier meeting is supplier analysis carried out using a standardised evaluation form.

A stakeholder dialogue was held at the end of 2020, which led to the creation of the Sustainable Choice initiative. Building on this, another stakeholder dialogue took place in 2023 focusing on three key sustainability topics. It was very important to us to combine the expertise and interests of all stakeholders (buyers, suppliers, NGOs, German Environment Agency) to devise a platform for sustainable items such that it does justice to all stakeholders in the best way possible. This stakeholder dialogue is intended to enhance networking through collaboration and the sharing of knowledge within the value chain. During a one-day workshop, participants discussed responsible sourcing (selecting suppliers based on sustainability criteria), Sustainable Choice (choosing sustainable products) and Scope 3 CO_2 reporting (greenhouse gas emissions of purchased goods). We summarised the results of the discussions and drew some initial conclusions from the requirements regarding our product.

The Supplier Advisory Board meets regularly. It was important for us to have companies of various sizes, industries and commercial levels represented on it. Its main function is to enable dialogue among suppliers about our product and platform. They can learn from each other and give us feedback about the features. This enables us to strategically develop our platform and improve its features.

Specific enquiries from customers on ESG matters were collected on an intranet page so that they could be answered by the Sales Department and the resulting information disseminated. This raised our awareness, sharpened our approach to areas of ESG action, and reflected what we were already implicitly doing. Customer enquiries also fed into the decisions to produce a sustainability report and create a role for compliance. Furthermore, customers' questions recorded in this way were considered in the materiality analysis in 2021 as an expression of the expectations of this stakeholder group.

In other events, we also focused on the topic of sustainability. We attended the 'Zuke Green Health' congress, the 'CIPS Sustainability in Procurement' conference and the 'Sustainable future, responsible supply chains' congress in Hungary.

In the Unite Business Breakfast, we explored with experts how digital platforms can help in times of crisis.

Dialogue with local companies
We are an active member of a sustainability network of Leipzig companies that meets quarterly to discuss various sustainability topics. Each session is dedicated to a specific theme, such as sustainable business mobility, and begins with one or more presentations to stimulate discussion and networking among participants.

Since 2019 (excluding during the pandemic), Unite has also hosted the annual Leipzig HR Barcamp. It brings together around 100 HR managers from large companies across various industries in central Germany. Participants pitch topics related to people and culture, and collaborate to develop solutions for fostering appreciative and sustainable HR practices. Spanning two days, HR Barcamp focuses on sharing ideas and knowledge, as well as developing innovative approaches for effective HR management.

Our communication with experts
In the monthly Unite Podcast, we talk to experts from purchasing, sales, retail, e-commerce and other areas of B2B. Various topics such as digitalisation, sustainability and networks are addressed. The podcast aims to share insights and knowledge about trends and developments within the B2B industry.

We also supported the JARO Institute for Sustainability and Digitalisation e.V.'s study on sustainable procurement and responsible supply chains by providing content, financial support and access to our European network.

KPIs: Criterion 9

KPI GRI SRS-102-44: Key issues and concerns
The reporting organisation must disclose the following information:

a. Key issues and concerns raised in the stakeholder engagement process, including:

    i.   How the organisation has responded to these important issues and concerns, including through its reporting;
    ii.   The stakeholder groups that have expressed the important issues and concerns in detail.

Customer concerns

One of our most important stakeholder groups is our customers. In May 2020, our method of customer satisfaction measurement was changed to the Net Promoter Score, a metric to measure customer loyalty or satisfaction. The Net Promoter Score indicates how pleased our customers are. We aim to provide higher service to very dissatisfied customers quickly and to maintain the enthusiasm of satisfied customers.

The customer satisfaction survey was also carried out in 2022 and 2023.

Customer feedback is divided into four categories: service, process, supplier and product. This enables us to initiate targeted improvement measures. For example, the results showed that the majority of dissatisfied customers complained about delivery time performance. The issue of delivery times was subsequently reevaluated with the Supplier Management Team to improve delivery reliability.

Some customers also expressed concerns regarding the quality of our responses to enquiries. As a result, employees were specifically trained, and email templates were optimised. In 2023, work also began on establishing a complaints management system.

Questionnaires returned to us by our customers show that the following sustainability themes are highly relevant:

> Established responsibility for compliance issues
> Compliance with ILO Core Labour Standards
> Transparency regarding environmental and social sustainability

These concerns have helped us to develop further in the above-mentioned thematic areas by means of various measures, which are set out in more detail in Criteria 2, 3, 9 and 20.

Employee concerns

Various surveys show that our employees appreciate the flexibility working from home provides. In response to this preference, Unite has implemented a hybrid work model that continues to facilitate remote working.

In 2023, we introduced the teamecho survey tool to gauge employee satisfaction in areas such as motivation, satisfaction, leadership and personal development. Every manager is obliged to take the resulting mood barometer seriously. In the event of negative developments, appropriate countermeasures must be taken, possibly in liaison with the HR department.

The results from our mental risk assessment highlighted a high degree of stress during working hours. To mitigate this, we've introduced stress management seminars and counselling chat services (see Criterion 8).

In 2023, we conducted a comprehensive employee survey to pinpoint areas needing further attention.

Investor concerns

Our long-standing, regular, close communication with investors proved useful and successful, especially between 2020 and 2022 during the pandemic. Enquiries about Covid-19 business risks were answered in monthly reports submitted to our principal bank, factoring provider and trade credit insurer, and also in the form of direct discussions with the Finance Department and the Executive Board.

10. Innovation and Product Management

The company discloses how innovations in products and services are enhanced through suitable processes which improve sustainability with respect to the company's utilisation of resources and with regard to users. Likewise, a further statement is made regarding if and how the current and future impact of the key products and services in the value chain and in the product life cycle are assessed.

Ecological and social impacts caused by the provision and use of our services
A distinction must be drawn between the impact caused by the provision of our services, the creation of our IT platform, and its use by customers and suppliers.

Providing our services requires the following resource-consuming factors:

The standard assumption of 'zero marginal cost goods' applies to our platform. While its provision requires resources, the consumption of these resources does not increase with each additional customer. The consumption of these resources is already partially measured. For example, we already measure the CO_2 footprint of our external servers, purchased IT hardware, and the electricity and heat consumption in our office buildings.

An ecological advantage in the use of our platform by suppliers and customers is the digitisation of processes and the resulting conservation of resources: there are no paper-based orders and invoices. The fact that we only act as an intermediary without our own warehouse also has a positive impact on the consumption of resources and floor space.

The subject of e-commerce is often associated with the displacement of smaller traders, especially in bricks-and-mortar retail. We are counteracting this socially critical development by keeping the entry barriers for market participants very low. For new customers, a credit check is carried out when they register with Unite and again if credit limits are exceeded.

Suppliers who want to list their assortment with us undergo a new supplier evaluation, in which various criteria are assessed. However, unlike other platform providers, we don't impose specific requirements regarding, for example, delivery times and pricing or a minimum stock quota.

Customers' one-time connection to the platform allows them to digitise any number of supply relationships. This is an advantage for both customers and suppliers, for it wouldn't be economically viable for most suppliers to connect to a variety of different systems used by different customers. As a result, frequently long-standing relationships, especially in the small and medium-sized sector, can be sustainably preserved. This model also allows the regional approach to be served in the digital world.

Our tool: Sustainability through transparency
Because goods worth more than €400 million are already purchased through Unite every year, our greatest possible contribution to more sustainability lies in specifically guiding users to sustainable products and sustainably operating suppliers. Our innovation consists in developing the transparency of sustainable products and sustainable suppliers by establishing sustainability criteria on our platform. This transparency should also be created for networked relationships via Unite.

Filters on the Marketplace

To make sustainable products visible to customers at a click, we have developed product filters on our Marketplace. Customers can now filter items for specific sustainability certifications or properties during their shopping on Mercateo.

Sustainabile Choice BusinessShops – sustainable catalogues from sustainable suppliers

Another measure is the establishment of the Sustainable Choice initiative. The aims are to facilitate the transformation to sustainable procurement for customers and to prominently position sustainable suppliers with sustainable products.

Stakeholders including buyers, suppliers, NGOs and the German Environmental Agency were involved in the development of this vertical. In particular, the questionnaire for evaluating the sustainability performance of suppliers was developed in close cooperation with an advisory board consisting of several NGO experts. In this questionnaire, certain basic criteria must be met by suppliers before they are permitted to go online with a catalogue on Sustainable Choice. The list of criteria is publicly available, and the supplier's responses are posted on the Sustainable Choice website.

Introduction of risk assessment for all suppliers

An evaluation process is in place to ensure we only work with suppliers who fully comply with the LkSG Act on Corporate Due Diligence Obligations in Supply Chains. Even though we aren't subject to the LkSG due to the size of our company, we still want to meet the resulting requirements. The first step was to revise our Code of Conduct. Following this, a risk screening was implemented in 2023. See Criterion 17 for more details.

Cooperation for better product-related sustainability data

Unite makes the sustainability of its product range comparable by establishing verifiable sustainability criteria and collaborating with suppliers to meet these standards. We also share knowledge with suppliers and NGOs about enriching catalogue data with sustainability certificates and other objective sustainability criteria, such as recycled content and refillability. Furthermore, we maintain dialogue with certification organisations (e.g. TCO, FSC, Blue Angel) to discuss quality assurance mechanisms. We've partnered with a carbon data service provider to report the CO_2 footprint of the products traded on our platforms.

KPIs regarding Criterion 10

KPI G4-FS11
Percentage of financial assets subject to positive and negative environmental or social screening.
(Note: The indicator should also be reported when reporting to GRI SRS)

We don't make any financial investments.

Criteria 11–20: Sustainability Aspects
Criteria 11–13: Environmental Concerns

11. Usage of Natural Resources

The company discloses the extent to which natural resources are used for the company's business activities. Possible options here are materials, the input and output of water, soil, waste, energy, floor space and biodiversity as well as emissions for the life cycles of products and services.

As a platform that doesn't offer its own goods or logistics, Unite's direct consumption of natural resources is limited. Even so, we're aware that our business model wouldn't be possible without the processing of natural resources and the consumption of the resulting products. The main risks regarding natural resources and the environment therefore lie primarily with our upstream suppliers. Unfortunately, we aren't yet able to determine this indirect consumption on the basis of the data at our disposal.

The direct consumption of resources for the provision of our platform services in Germany is set out below. Note that due to the lack of various data, all the following figures refer to 2022 rather than 2023.

> Electricity: In 2022, 628,013 kWh of electricity was consumed.
> Heat: In 2022, 870,136 kWh of heat was consumed.
> Fossil fuels: In 2022, fossil fuels were consumed for air travel (about 9,570 litres of kerosene) and car travel (about 109,900 litres of diesel) with an energy value of around 1,271,537 kWh.
> Land: The amount of floor space utilised for the three branch offices in Munich, Köthen and Leipzig totals 11,778 square metres, and 794 square metres for our subsidiaries outside Germany.
> Waste: No data is available on the amount of waste generated. Only standard office waste arises, which is sorted before being disposed of.
> Detailed information regarding heat, electricity and fossil fuels is given in Criterion 12.

12. Resource Management

The company discloses what qualitative and quantitative goals it has set itself regarding its resource efficiency, in particular its use of renewables, the increase in raw material productivity and the reduction in the usage of ecosystem services, which measures and strategies it is pursuing to this end, how these are or will be achieved, and where it sees there to be risks.

Limited influence on the resource management of producers and suppliers

Unite's business model doesn't require the internal consumption of large amounts of raw materials. Unlike dealers, Unite doesn't need a logistics infrastructure for its networking platform. Moreover, unlike various retailers and other platform companies like Amazon, Unite doesn't carry its own products. The issues of resource productivity and the use of ecosystem services lie primarily with the producers and suppliers of the products bought and sold on Unite's networking platform. Unite can therefore only indirectly influence resource issues by prominently displaying product certificates for resource-efficient production and making them selectable. This form of indirect influence through transparency is to be further developed when more detailed supplier self-disclosures on aspects of environmental and social sustainability (Criterion 4) are introduced and through cooperation with suppliers and service providers (Criterion 10).

Consumption of resources during our business operations

Our internal resource consumption primarily occurs in heat, electricity, transport and procurement. In 2022, we significantly reduced the consumption of heat.

> **Heat:** heat is consumed at our three main locations in Köthen, Munich and Leipzig as well as our international subsidiaries and our employees' home offices. In total, 870,136 kWh of heat was consumed in 2022, representing a 6% reduction on the previous year. Whereas in Köthen, heating is powered by natural gas, district heating is used in Munich and Leipzig. Unfortunately, the consumption figures for 2023 aren't available yet. The decrease is attributable to reduced consumption at our premises in Köthen. In 2021, more repairs had to be carried out on our outdated heating system than in 2022. Due to the unreliability of the heating system, the aim is to replace it in 2024 when our office buildings are refurbished. Heat consumption on our premises in Leipzig also decreased.

> **The electricity consumption** recorded here is attributable to our three main branch offices in Köthen, Munich and Leipzig as well as our data centre in Berlin and whenever our employees in Germany work from home. The heat consumption in our offices outside Germany has also been recorded. In total, 547,230 kWh of electricity was consumed at our three branch offices and the data centre in 2022. In addition, approximately 64,752 kWh of electricity was consumed by employees working from home (this amount was estimated based on the number of WFH days, the standard IT equipment of our employees, and an internal company survey on the origin of electricity) and 16,031 kWh by our electric vehicle fleet. Overall, electricity consumption remained steady, decreasing slightly by 1%.

> **Mobility:** our mobility footprint includes business travel using company cars, private vehicles, rental cars, as well as rail and air travel, alongside employees commuting to the office. Journeys by taxi have not been included since they account for significantly less than 1% of total emissions. Measured in terms of kilometres travelled, the highest consumption of fossil fuels is caused by the use of cars. Assuming an average consumption of 6.97 litres per 100 kilometres, we've noted that approximately 56,275 litres of fuel (equivalent to approximately 562,752 kWh) was consumed for around 806,871 kilometres travelled in 2022. Around 9,570 litres of kerosene were consumed for 438,692 kilometres flown (assuming consumption rates of 5.89 litres per 100 kilometres per passenger for short-haul flights, 3.43 litres for medium-haul, and 3.32 for long-haul), corresponding to about 172,533 kWh. Approximately 632,914 kilometres was travelled by train, which equates to an electricity consumption of about 41,564 kWh. Car commuters travelled 768,874 km, requiring 53,625 litres of diesel (equivalent to 536,251 kWh). Rail travel accounted for 633,377 kilometres, corresponding to approximately 41,595 kWh. There was a significant increase of 60% in mobility kilometres compared to the previous year. This rise can presumably be attributed to three main factors.

Firstly, in recent years, we've developed a more global organisational structure with employees based around the world. This has necessitated more travel to attend meetings. Secondly, the overall number of business trips and thus the total number of kilometres travelled has increased since the pandemic, especially in sales. The third reason is the summer party held in 2022, to which all our employees travelled from their usual locations. Remote workers – employees who only work from home (some of whom are based outside Europe) – also travelled to Leipzig to attend the party.

❯ **Procurement of goods and services:** service procurement comprises our canteen and the cloud services we use. While the canteen's share of total emissions was just 1%, the cloud services we used caused zero emissions due to our suppliers transitioning to green electricity. The procurement of goods includes office supplies and our vehicle fleet.

In addition to fuel consumption for travel, resources are also consumed due to the wear and tear of vehicles and the purchase of new ones. We can only provide concrete data regarding the number of new vehicles purchased for Unite's own fleet. In 2022, 9 new vehicles were bought while 24 leasing contracts which had expired were replaced by new ones. In total, there were 65 vehicles in Unite's fleet ranging from compact to luxury class. In terms of value, we purchased approximately 82% more office supplies in 2022 than in 2021. This increase can be attributed to the growth of full-time equivalent staff (FTEs) from 2020 to 2021, the upgrade of monitors, the conversion of workstations from one to two monitors and the standardisation of equipment across all workstations.

Resource management, resource efficiency and reduction approaches

There are no holistic targets or goals for resource efficiency and conservation regarding the internal procurement and consumption of resources used for transport, heating, electricity and other office activities. We will further detail these figures in 2023, concurrent with creating our 1.5°C-compatible reduction roadmap. Nevertheless, initial measures for reduction and resource efficiency have been taken since 2020 and are outlined below.

❯ **Electricity:** in 2020, the electricity contracts for our offices were changed from the German electricity mix to electricity from renewable energies. This means that 59.45% of our total consumption comes from renewable energies, reducing the consumption of CO2e emissions. We plan to negotiate with our server operator in 2024 to switch to green electricity, aiming to transition all of our electricity consumption outside home offices to renewable energy sources by no later than 2025.

❯ **Mobility:** the Travel Policy was revised in 2022 such that air travel is avoided if possible and rail travel is always recommended as the most sustainable mode of transport. A ban on domestic flights was introduced.

Furthermore, our company car regulations were revised in favour of CO2-reduced transport. A comparison calculator was introduced showing life cycle carbon emissions for individual vehicles, enabling the vehicle with the lowest climate impact to be chosen. In addition, several vehicles in the fleet have already been replaced by electric cars. In 2023, we also revised our company car policy to restrict eligibility to a smaller group of employees. Leasing contracts will no longer be renewed for those who no longer qualify for a company car.

❯ **WFH:** the hybrid work model options introduced from 2021 are intended to strengthen WFH after the pandemic restrictions, too. The aim is to preserve part of the reduced consumption of natural resources brought about by Covid-19 measures.

❯ **Floor space and heat:** at the Leipzig and Munich branch offices, one floor each was closed down, and measures were taken for the more efficient use of space to accommodate the increase in staff. At the Köthen branch, in winter 2022, an entire office building and one floor in another building were closed down. This in effect reduced the consumption of both floor space and heat. In summer 2023, we relocated to a new, sustainably constructed development in Leipzig, significantly reducing our emissions associated with heating in our CO2e footprint.

> **Office materials:** the procurement process was laid down in our Procurement Policy. These guidelines include sustainability criteria for office supplies.

> **IT equipment:** our IT equipment, including laptops and monitors, isn't subject to disposal after a predefined period of use. Once any piece of equipment becomes unsuitable for its intended purpose, it undergoes an assessment to determine whether it could be repurposed for another staff member. If this isn't possible, the obsolete equipment is stored for spare parts, sold to an employee, or donated to charity. We aim to maximise the lifespan of each device. Starting from 2023, we only purchased TCO-certified monitors, wired keyboards, mice and, if possible, wired headsets. Furthermore, the number of printers and in-house servers was reduced in 2023. We also participated in the Digital Data Cleaning campaign organised by the Corporate Digital Responsibility initiative. This involved deleting a large volume of emails and transferring files from local drives to the cloud, resulting in further emissions reductions.

Since 2020, these measures have been supported by information campaigns initiated and developed by the Environmental Sustainability Team. Guidance has been provided on proper heating and ventilation as well as on choosing the best means of transport in terms of sustainability.

Reduction measures scheduled for implementation in 2024 and 2025
Extensive modernisation is to be carried out at our offices in Köthen. For example, a photovoltaic system is to be installed, and the heating system and windows will be replaced.

Material risks for the environment and natural resources from our business activities
A risk assessment in 2020 and 2021 carried out for the materiality analysis revealed the following material risks for the environment and natural resources. Issues relating directly or indirectly to the reduction of biodiversity, the intensification of climate change, environmental pollution, the consumption of non-renewable raw materials and/or the use of non-recyclable products (based on the six environmental objectives of the EU Taxonomy Regulation) were classified as material risks. In 2024, we will conduct another detailed risk analysis as part of the dual materiality analysis in line with the ESRS.

Climate-change risks due to greenhouse gas emissions from energy for electricity, heat and transport (see Criterion 13)

> Environmental risks associated with fossil fuels such as natural gas for heat as well as crude oil as the basis for petrol and diesel, e.g. possible harm to biodiversity as well as environmental pollution in connection with the extraction of raw materials.

> Risks associated with the consumption of resources for the platform's IT infrastructure, e.g. the use of resources in non-recyclable IT hardware.

> Environmental risks, especially for biodiversity, from the creation of impervious surfaces for our branch offices, e.g. in connection with the construction of our new head office in Leipzig.

> The outsourcing of resource consumption to manufacturers and suppliers of products sold on our platform and the associated environmental risks. The growth of our business model is firmly linked to this resource consumption and a form of circular economy is not yet apparent.

KPIs: Criteria 11–12

Due to the absence of complete data, the following information relates to 2022 and not 2023.

Materials and resources for workplace equipment in 2022

Our procurement is limited to office supplies, IT equipment, and workplace furnishings, totalling approximately €550,500.

Paper in 2022

We purchased photocopying paper and flipcharts valued at around €750.

Owing to unavailable data, such as pending operating cost statements, the following energy consumption figures pertain to 2022 and not 2023.

a. Fuel from non-renewable sources: 109,900 litres of diesel (1,099,003 kWh) and 9,570 litres of kerosene (172,533 kWh)

b. Fuel consumption from renewable sources: 0 litres (0 kWh)

     i.   Electricity consumption: 628,013 kWh
     ii.   Heat consumption: 870,166 kWh (natural gas and district heating)
     iii.   Cooling consumption: 0 kWh
     iv.   Steam consumption: 0 kWh

d. No electricity, heat, cooling or steam was sold.

e. Total energy consumption: 2,811,311 kWh (mobility, heat and electricity)

f. Standards, methodology, etc.: No specific standards, methodologies or assumptions were used.

g. Sources: Our data primarily stems from operating cost statements and the mobility reports provided by Deutsche Bahn.

> *KPI GRI SRS-302-4: Reduction of energy consumption*
> *The reporting organisation must disclose the following information:*
>
> *a. Amount of reductions in energy consumption achieved as a direct result of conservation and efficiency initiatives, in joules or a factor thereof.*
>
> *b. Types of energy included in the reductions: fuel, electricity, heat, cooling, steam, or all.*
>
> *c. Basis for calculating reductions in energy consumption, such as base year or baseline, including the rationale for choosing it.*
>
> *d. Standards, methodologies, assumptions, and/or calculation tools used.*

There are no holistic targets or goals for resource efficiency and conservation regarding the internal procurement and consumption of resources used for transport, heating, electricity and other office activities. We will further detail these figures in 2024 in connection with drafting our 1.5°C-compatible reduction roadmap. Nevertheless, initial measures for reduction and resource efficiency have been taken since 2020 and are outlined below.

> **Electricity:** in 2020, the electricity contracts for the German office locations were changed from the German electricity mix to electricity from renewable energies. This means that 59.45% of our total consumption comes from renewable energies, reducing CO_2e emissions. Talks with the data centre operator on switching to green electricity are planned for 2024.
> **Mobility:** the Travel Policy was revised in 2022 such that air travel is avoided if possible and rail travel is always recommended as the most sustainable mode of transport. A ban on domestic flights was introduced.

Furthermore, our company car regulations were revised in favour of CO2-reduced transport. A comparison calculator was introduced showing life cycle carbon emissions for individual vehicles, enabling the vehicle with the lowest climate impact to be chosen. In addition, several vehicles in the fleet have already been replaced by electric cars.

In 2023, we also revised our company car policy to restrict eligibility to a smaller group of employees. Leasing contracts will no longer be renewed for those who no longer qualify for a company car.

> **WFH:** the hybrid work model options introduced from 2021 are intended to strengthen WFH after the pandemic restrictions, too. The aim is to preserve part of the reduced consumption of natural resources brought about by Covid-19 measures.
> **Floor space and heat:** at the Leipzig and Munich branch offices, one floor each was closed down, and measures were taken for the more efficient use of space to accommodate the increase in staff. At the Köthen branch, in winter 2022, an entire office building and one floor in another building were closed down. This in effect reduced the consumption of both floor space and heat. In summer 2023, we will relocate to a new, sustainably constructed development in Leipzig, significantly reducing our emissions associated with heating in our CO2e footprint.
> **Office materials:** the procurement process was laid down in our Procurement Policy. These guidelines include sustainability criteria for office supplies.
> **IT equipment:** our IT equipment, including laptops and monitors, isn't subject to disposal after a predefined period of use. Once any piece of equipment becomes unsuitable for its intended purpose, it undergoes an assessment to determine whether it could be repurposed for another staff member. If this isn't possible, the obsolete equipment is stored for spare parts, sold to an employee, or donated to charity. We aim to maximise the lifespan of each device. Starting from 2023, we will only purchase TCO-certified monitors, wired keyboards, mice and, if possible, wired headsets. Furthermore, the number of printers and in-house servers was reduced in 2023. We also participated in the Digital Data Cleaning campaign organised by the Corporate Digital Responsibility initiative. This involved deleting a large volume of emails and transferring files from local drives to the cloud, resulting in further emissions reductions.

The measures taken led to the following reduction in energy consumption in 2022:

> **Heat:** in Köthen, 391,799 kWh of natural gas was consumed in 2022, a reduction of approximately 28%. In Leipzig, 225,540 kWh of district heating was consumed in 2022. Compared to consumption of 256,440 kWh in 2021, this resulted in savings of approximately 19%.

Due to incomplete data, we aren't yet able to calculate the CO2e emissions for 2023 and assess reductions compared to 2022.

KPI GRI SRS-303-3: Water withdrawal
The reporting organisation must disclose the following information:

a. Total water withdrawal from all areas in million litres, and a breakdown of this total by the following sources, if applicable:

> *i.   Surface water;*
> *ii.   Groundwater;*
> *iii.   Seawater;*
> *iv.   Produced water;*
> *v.   Third-party water.*

b. Total water withdrawal from all areas with water stress in million litres, and a breakdown of this total by the following sources, if applicable:

> *i.   Surface water;*
> *ii.   Groundwater;*
> *iii.   Seawater;*
> *iv.   Produced water;*
> *v.   Third-party water, and a breakdown of this total by the withdrawal sources listed in i–iv.*

c. A breakdown of total water withdrawal from each of the sources listed in Disclosures 303-3-a and 303-3-b in million litres by the following categories:

> *i.   Freshwater (≤1000 mg/l total dissolved solids);*
> *ii.   Other water (>1000 mg/l total dissolved solids).*

d. Any contextual information necessary to understand how the data have been compiled, such as any standards, methodologies and assumptions used.

Currently, we are unable to provide data on water consumption for 2023 as the service charge statement is still pending. However, our water usage is typical of standard office operations. Since we're not a manufacturing company, we don't discharge any pollutants into the water. Consequently, our water pollutant emissions remained at zero cubic metres in 2023.

KPI GRI SRS-306-3 (2020): Waste generated
The reporting organisation must disclose the following information:

a. Total weight of waste generated in tonnes, and a breakdown of this total by composition of the waste.

b. Contextual information necessary to understand the data and how the data has been compiled.

The weight of our waste production is currently unquantified. However, we aim to address this in 2024 once we move to our new office building where we will be the sole tenant.

13. Climate-Relevant Emissions

The company discloses the GHG emissions in accordance with the Greenhouse Gas (GHG) Protocol or standards based on it and states the goals it has set itself to reduce emissions.

To determine our climate-relevant emissions, we calculated our CO_2e footprint for the first time in 2021 (for the year 2019) and then did the same for the years 2020 to 2022. The figures for 2023 can't be calculated due to the lack of data concerning heat, electricity and travel. All of the following explanations are based on these calculations, which were carried out within the following limits:

❯ Calculation method: Greenhouse Gas Protocol
❯ Emission factors: sourced from the databases of ecoinvent, GEMIS, UBA, ProBas, EEA, BMWK (Federal Ministry of Economics and Climate Protection, Germany), BAFU (Federal Office for the Environment, Switzerland) and the European Commission
❯ Time scale: 2019 (the last possible base year before corona-related special effects), 2020, 2021 and 2022
❯ Organisational scope: our German sites – branch offices in Leipzig, Köthen and Munich, and the data centre in Berlin – as well as our branches outside Germany and home offices
❯ Operational scope: Scope 1.1 Direct emissions from combustion processes of stationary sources; 1.2 Direct emissions from combustion processes of mobile sources; Scope 2.1 Direct emissions from purchased electricity; 2.2 Emissions from district heating/cooling; Scope 3.1 Procured goods and services; Scope 3.2 Capital goods; Scope 3.6 Business travel; Scope 3.7 Employee commuting/telework; Scope 3.11 Use of sold products

The operational scope was devised such that the main emission sources and the primary share of company locations were covered.

Our journey towards reducing emissions in business operations
The calculation of our CO_2e footprint for 2019 and 2022 revealed that emissions can be broken down as follows:

In the long term, we aim to become climate-neutral in accordance with the Paris Climate Accords by reducing avoidable emissions and offsetting unavoidable emissions. Efforts towards this objective, including the development of a 1.5-degree-compatible reduction pathway, started in 2023. We'll continue these efforts in 2024 by participating in the Science Based Targets initiative. In 2022, we offset our 2019 and 2020 emissions through voluntary participation in EU emissions trading. Offsetting for 2021 will be completed in 2023. The offset for 2021 and 2022 will take place at a later date. Participating in emissions trading enables us to reduce the number of emission rights available to mandatory participants. This drives up the price of emission certificates, thereby making investments in renewable energy more attractive. However, our overall goal is primarily focused on reduction, with offsetting serving as a secondary measure. We're not trying to greenwash our own impact on the climate.

Our development from 2019 to 2022
The 2022 figures show a significant reduction in CO_2e emissions of 9.48% compared to 2019 (base year). However, this cannot be fully attributed to long-term changes. Although we've already initiated various measures to convert the temporary, Covid-related effects into a sustainable contribution to climate protection, not all of them had taken effect by 2022. A comparison of the figures from 2022 and 2021 shows an increase in emissions of approximately 38.95%.

❯ **Business mobility:** a significant reduction of 20.65% in 2021 compared to the base year is apparent. This reduction is attributed to altered travel behaviour since the pandemic and the transition from combustion vehicles to electric cars. However, emissions from business mobility in 2022 surged by 82.25% compared to 2021. This is mainly because

business travel resumed post-pandemic, while nine new vehicles were added to our fleet. Additionally, a large summer party in 2022 saw employees from all locations travel to Leipzig, further increasing emissions. Only the reduction due to the increased adoption of electric vehicles (in 2022, eight of our 65 cars were electric cars) and the reduction in the number of company cars by switching to rail travel are sustainable reduction measures. In our efforts to sustain part of the reduction achieved during the pandemic, we've revised our Travel Policy (see Criterion 12) and introduced a hybrid work model that encourages flexible use of working from home (see Criterion 15). Regarding commuting, the share of total emissions rose by 11% in 2022 compared to 2021, driven by an increase in employee headcount. We are unable to calculate commuting emissions for 2019 as our survey on commuting emissions was only conducted in 2023.

> **Heat:** in 2022, we recorded a decrease of 9.87% compared to the base year and 17.42% compared to 2021. The reduction in emissions can be attributed to several factors. We downsized our office space in Leipzig and Köthen, leading to decreased energy use. The heating system at our Köthen location was more reliable in 2022 than the previous year, which contributed to lower emissions. And the adoption of hybrid work practices (see Criterion 15) and the resulting reduction in the total amount of floor space required led to lower heat consumption and reduced emissions as a result. Decreases of 1% have also been observed at our sites outside Germany. However, this data needs verification as the calculations are extrapolated based on German consumption per full-time equivalent (FTE) rather than actual consumption. By contrast, our new head office in Leipzig should contribute to the sustainable reduction of our heat consumption. It was built with far-reaching sustainability criteria in mind and has replaced our previous premises in summer 2023. An extensive energy-saving renovation is scheduled to start at our Köthen site in 2024.

> **Electricity:** a significant reduction in CO2e emissions of approximately 51% can be seen in 2022 compared to the base year. This reduction isn't due to pandemic-related effects, but results from the conversion of all our branch offices to renewable energy. These figures include the estimated electricity consumption of employees working from home. It can therefore be assumed that the reduction represents a sustainable contribution to climate protection. A further reduction in emissions would require the conversion of the data centre to electricity from renewable sources. Since our servers are located on the premises of an external provider, this change is beyond our control. Nevertheless, it's our goal to persuade the owner of the data centre to switch to green energy by the end of 2025.

A comparison between 2022 and 2021 indicates a reduction in emissions of approximately 6%. But although we reduced CO2e emissions at our office locations, there was an increase in emissions caused by electric vehicles, the number of which rose compared to the previous year.

> **Procurement:** a significant increase in CO2e emissions of approximately 114% can be seen in 2022 compared to the base year. In 2022, procurement-related emissions increased by approximately 81% over 2021. This surge was primarily due to two factors. First, the growth in our workforce necessitated the purchase of additional technical equipment, particularly laptops and monitors. In 2022, we also upgraded the majority of our monitors to newer TCO-certified models. Second, in 2022, leases on 15 vehicles expired, and nine additional vehicles were acquired for new employees, totalling 24 new purchases. Looking ahead, we plan to reduce the number of vehicles by changing company car eligibility and encouraging greater use of rail travel, which is expected to decrease the share of procurement in our total emissions.

> **Capital goods:** a significant reduction in CO2e emissions of approximately 96% can be seen in 2022 compared to the base year. This is because we moved into a new building in Leipzig. A comparison between 2022 and 2021 shows an increase in emissions of 108%. This rise is primarily attributed to the transition from standard desks to height-adjustable desks.

> **Utilisation of products sold:** our product is the platform on which suppliers' items are traded. Across all the years considered, the share of CO2e emissions from the utilisation of products sold constitutes less than 1% of total emissions. This calculation includes the electricity consumption of users' electronic devices.

Climate-relevant emissions caused by our platform

It isn't yet possible to measure the CO2e footprint of all the products traded on our platform. This largely depends on the majority of manufacturers and suppliers making their product carbon footprints available. However, we will review whether a KPI reflecting the share of climate-neutral products (usually through offsetting) can be determined on the basis of the available product information.

KPIs regarding Criterion 13

KPI GRI SRS-305-1 (see GH-EN15): Direct (Scope 1) GHG emissions
The reporting organisation must disclose the following information:

a. Gross volumes of direct (Scope 1) GHG emissions in tonnes of CO2 equivalent

b. Gases included in the calculation, whether CO2, CH4, N2O, HFCs, PFCs, SF6, NF3 or all.

c. Biogenic CO2 emissions in tonnes of CO2 equivalent

d. Base year for the calculation, if applicable, including:

  i.   The rationale for choosing it;
  ii.   Emissions in the base year;
  iii. The context for any significant changes in emissions that triggered recalculations of base year emissions

e. Source of the emission factors and the global warming potential (GWP) rates used, or a reference to the GWP source.

f. Consolidation approach for emissions; whether equity share, financial control, or operational monitoring.

g. Standards, methodologies, assumptions, and/or calculation tools used.

The information provided pertains to 2022. Calculation for 2023 is not yet possible due to incomplete data, as detailed in Criterion 13.

a.
Scope 1 – Reporting year 2022
Scope 1.1 – Direct emissions from combustion processes of stationary sources

Heat: 115,727 kg CO2e

Scope 1.2 – Direct emissions from combustion processes of mobile sources

Company cars (fuel)	146,101 kg CO2e
Company cars (electricity)	6,957 kg CO2e
Shuttle bus	9,651 kg CO2e
Total of Scope 1	271,479 kg CO2e

b.

The figures cannot be broken down as all relevant GHGs are already amalgamated by the emission factors provided by for example rail operator Deutsche Bahn and the Federal Environment Agency.

c.

No such emissions

d.

The base year for all calculations is the reporting year 2019.

e.

Emission factors sourced from ecoinvent, GEMIS, UBA, ProBas, EEA, BMWK (Federal Ministry of Economics and Climate Protection, Germany), BAFU (Federal Office for the Environment, Switzerland) and the European Commission

f.

Operational monitoring

g.

Application of the Greenhouse Gas Protocol

KPI GRI SRS-305-2: Energy indirect (Scope 2) GHG emissions
The reporting organisation must disclose the following information:

a. Gross volumes of energy indirect (Scope 2) GHG emissions in tonnes of CO2 equivalent

b. If applicable, gross market-based energy indirect (Scope 2) GHG emissions in tonnes of CO2 equivalent

c. If applicable, gases included in the calculation, whether CO2, CH4, N2O, HFCs, PFCs, SF6, NF3 or all.

d. Base year for the calculation, if applicable, including:

> *i. The rationale for choosing it;*
> *ii. Emissions in the base year;*
> *iii. The context for any significant changes in emissions that triggered recalculations of base year emissions.*

e. Source of the emission factors and the global warming potential (GWP) rates used, or a reference to the GWP source.

f. Consolidation approach for emissions; whether equity share, financial control, or operational monitoring

g. Standards, methodologies, assumptions, and/or calculation tools used

The information provided pertains to 2022. Calculation for 2023 is not yet possible due to incomplete data, as detailed in Criterion 13.

a.
Scope 2 – Reporting year 2022
Scope 2.1 – Emissions from purchased electricity

Office branches	9,986 kg CO2e
Server centre	95,312 kg CO2e
Electric vehicles	6,957 kg CO2e

Scope 2.3 – Heating

District heating:	53,002 kg CO2e

Total of Scope 2	165,258 kg CO2e

b.
Not relevant, see a.

c.
The figures cannot be broken down as all relevant GHGs are already amalgamated by the emission factors provided by for example rail operator Deutsche Bahn and the Federal Environment Agency.

d.
The base year for all calculations is the reporting year 2019.

e.
Emission factors sourced from ecoinvent, GEMIS, UBA, ProBas, EEA, BMWK (Federal Ministry of Economics and Climate Protection, Germany), BAFU (Federal Office for the Environment, Switzerland) and the European Commission

f.
Operational monitoring

g.
Application of the Greenhouse Gas Protocol

KPI GRI SRS-305-3: Other indirect (Scope 3) GHG emissions
The reporting organisation must disclose the following information:

a. Gross volumes of other indirect (Scope 3) GHG emissions in tonnes of CO2 equivalent

b. If applicable, gases included in the calculation, whether CO2, CH4, N2O, HFCs, PFCs, SF6, NF3 or all.

c. Biogenic CO2 emissions in tonnes of CO2 equivalent

d. Other indirect (Scope 3) GHG emissions categories and activities included in the calculation.

The information provided pertains to 2022. Calculation for 2023 is not yet possible due to incomplete data, as detailed in Criterion 13.

a.

Scope 3 – Reporting year 2022

Scope 3.1 – Procured goods and services vehicle fleet 25,300 kg CO_2e

Office supplies, IT etc.	502,393 kg CO_2e
Canteen	14,525 kg CO_2e
Cloud services	3,587 kg CO_2e

Scope 3.2 Capital goods

Capital goods	17,996 kg CO_2e

Scope 3.6 – Business travel

Train	25,317 kg CO_2e
Plane	75,844 kg CO_2e
Vehicles	37,197 kg CO_2e

Scope 3.7 Commuting/teleworking

WFH electricity	17,296 kg CO_2e
WFH Heat	40,320 kg CO_2e
Commuting	221,238 kg CO_2e

Scope 3.11 Use of products sold

Electricity terminal user	8,178 kg CO_2e

Total of Scope 3	1,220,191 kg CO_2e

b.

The figures cannot be broken down as all relevant GHGs are already amalgamated by the emission factors provided by for example rail operator Deutsche Bahn and the Federal Environment Agency.

c.

No such emissions

d.

Procured goods and services, capital goods, business travel, employee commuting/telework, use of products sold

e.

The base year for all calculations is the reporting year 2019.

f.

Emission factors sourced from ecoinvent, GEMIS, UBA, ProBas, EEA, BMWK (Federal Ministry of Economics and Climate Protection, Germany), BAFU (Federal Office for the Environment, Switzerland) and the European Commission

g.

Application of the Greenhouse Gas Protocol

KPI GRI SRS-305-5: Reduction of GHG emissions
The reporting organisation must disclose the following information:

a. GHG emissions reduced as a direct result of reduction initiatives, in tonnes of CO2 equivalent.

b. Gases included in the calculation, whether CO2, CH4, N2O, HFCs, PFCs, SF6, NF3 or all.

c. Base year or baseline, including the rationale for choosing it.

d. Scopes in which reductions took place; whether direct (Scope 1), energy indirect (Scope 2), and/or other indirect (Scope 3).

e. Standards, methodologies, assumptions, and/or calculation tools used

	2019	2020	2021	2022	Change in 2022 over 2021	Change in 2022 over 2019
Scope 1	318,574	241,856	271,759	271,479	- 0.10%	- 14.78%
Scope 2	344,497	172,363	175,033	165,28	- 5.58%	- 52.03%
Scope 3	1,167,331	814,318	745,668	1,220,191	63.64%	4.53%

Our carbon footprint was first compiled in 2019 following the GHG Protocol. This approach will be applied in all subsequent years. We've introduced schemes to improve the data basis and measuring accuracy, and taken steps to reduce emissions (see Criterion 13).

Criteria 14–20: Society
Criteria 14–16: Employee-related matters

14. Employment Rights

The company reports on how it complies with nationally and internationally recognised standards relating to employee rights as well as on how it fosters employee involvement in the company and in sustainability management, what goals it has set itself in this regard, what results it has achieved thus far and where it sees risks.

German social standards as a minimum for all employees
As of 2023 Unite operates in 14 European countries. It goes without saying that we respect national and international standards (such as the ILO's Core Labour Standards) and laws on the protection of workers' rights. Compliance with workers' rights is additionally guaranteed by the Code of Conduct, which is issued to each employee together with their employment contract.

Whenever employee protection or contractual elements such as holiday entitlement in non-German jurisdictions deviate significantly from the relevant German regulations, German social standards are nevertheless applied to Unite subsidiaries abroad. In 2022, we introduced an internal minimum wage across the group for permanent employees that significantly surpasses the German statutory minimum wage. This even applies to our subsidiaries outside of Germany where no statutory minimum wage exists. At the end of 2022, all employees also received a one-off payment to offset inflation. In addition, as of January 2023, we've increased the annual leave entitlement from 27 to 30 days for all permanent employees across our national subsidiaries. In 2024, the benefits budget currently available to German colleagues will be extended to employees in other countries. This will give our international staff the option to allocate their benefits towards healthcare or mobility.

Upholding employee rights and needs
Coming from an employers' market, we now operate within an employees' market. To remain an attractive employer, we're accommodating the demands of job seekers more fully. This includes an increased focus on employee rights and needs, demonstrated by the adoption of hybrid work models (Smart Work), a range of part-time arrangements, the possibility of workcation, and expanded in-service training schemes.

Employee involvement in the development of a sustainability management system
The basis for active participation is the transparency of Unite's corporate strategy and sustainability developments in the company. In addition to the development of the company and the market along with facts and figures, the Executive Board regularly reports on sustainability at Unite in its monthly livestream 'Hello Unite'. Sharing information in this way lays the foundations for the contribution of ideas.

The Environmental Sustainability Team was set up in 2019 out of intrinsic motivation. It aims to help colleagues take ecologically aware decisions to reduce Unite's negative footprint. The topic of health protection is addressed by the BGM (Occupational Health Management) Team. This team is involved in protecting employees' health by organising various preventive measures.

Before completing the EcoVadis questionnaire for re-evaluation, meetings were held with various departments. The joint goal was to gather knowledge within the company to obtain the best possible objective assessment while laying the initial foundations for sustainability management by taking stock.

There is a DE&I Working Group, established in 2023, comprising the Internal Sustainability Manager and representatives from Human Resources and Organisational Development. This group deliberated on KPIs and strategies to promote diversity awareness within the company. We've also established a Diversity, Equity and Inclusion (DEI) Employee Resource Group (ERG) that can be contacted by departments and individual employees. This group plays a crucial role in ensuring that DEI considerations are integrated into various processes and events.

Participation of employees in occupational health and safety
As far as occupational health and safety are concerned, our measures go far beyond the legal requirements. Among our employees are trained safety officers and fire protection assistants. In addition to being responsible for compliance with legal requirements, they also provide new employees with relevant information during their onboarding. Compulsory training in occupational safety, which was rolled out in the company in 2021 via a Learning Management System, enhances employees' existing knowledge.

The topic of health protection is addressed by a BGM (Occupational Health Management) Team. The BGM Team organises skin cancer screenings, eye check-ups, exercise sessions, flu vaccinations, and other preventive health measures. In 2022, we were awarded a Healthcare Award by the German health insurer Barmer for the fourth time. 'Ergonomics guides' provide training on correct posture in the workplace to counteract back pain and other complaints associated with sitting in front of computer screens for extended periods.

We need to distinguish between three types of risks:

1. Risks from our growth and internationalisation for the employment rights of Unite's employees and its corporate culture

Different legal requirements at an international level
We increasingly face the risk that legally guaranteed employee rights may not meet German social standards, which we have internally established as the minimum benchmark. To address this risk and to be able to assess its severity, an audit will be conducted by the end of 2023. We aim to align national regulations. Where national laws diverge, we will evaluate the necessity and feasibility of implementing general (transnational) regulations without compromising local legal frameworks. We must also evaluate when adherence to national rules is necessary for specific reasons. The risk assessment will help us identify where preventive measures are both logical and essential, particularly in response to Unite's ongoing international growth to protect workers' rights.

One result of the analysis started in 2021 is the discrepancies highlighted in working hours and holiday entitlement. Minimum annual leave of 27 days was stipulated for all employees, regardless of the subsidiary they work for. This was increased to 30 days in 2022. Moreover, flexitime (as described in Criterion 15) was introduced for all employees. In addition to legal requirements, it was decided that hybrid work arrangements (described in Criterion 15) would be applied equally in all subsidiaries. All employees are also offered access to training opportunities and budgets for team events.

Lack of integration of all employees into the corporate culture
An extensive onboarding process undergone by every new employee is intended to counteract this. It includes the introduction to our corporate values and the assignment of a buddy to each new employee. The buddy can answer cross-departmental questions on professional or cultural topics.

As described in Criterion 9, a Culture Circle was elected in 2022, which has a regular dialogue with the management of Unite Holding SE regarding aspects of cross-border, international and national cooperation within the company.

Colleagues from the non-German subsidiaries are also represented on this Culture Circle to jointly represent the interests of group employees.

Apart from the predominantly positive influence of new employees for the continuous development of Unite's corporate culture, there is also the risk of negative influences. These may arise due to conflicts with Unite's corporate values, for instance owing to a different understanding of the value of cultural diversity. Given the company's expansion, this development must be monitored and, if need be, counteracted with focused measures, particularly by our specially created Organisational Development Department. In principle, however, we don't consider the internationalisation of Unite a risk, but instead an opportunity, for example in connection with growing cultural diversity.

2. Risks from growth and internationalisation for the protection of the rights of our business partners

In addition to our employees, we also need to consider the rights of the employees of the business partners on our trading platform. The steadily growing number of suppliers listing their goods on our platform increases the risk of non-compliance with workers' rights among our business partners.

In 2021, we revised our Code of Conduct with the support of the Business & Human Rights Helpdesk. The aim was to reflect the requirements of the LkSG Act on Corporate Due Diligence Obligations in Supply Chains, an essential element of which is compliance with workers' rights. Building on this, risk screening was implemented in 2023, described in more detail in Criterion 17.

3. Risks associated with the hybrid work model

Introducing the hybrid work model (described in more detail in Criterion 15) presents risks in terms of protecting employee rights, as the German government needs to provide legislation for this type of work. We've added annexes to employees' existing contracts to mitigate this risk. We'll review any forthcoming legislative changes to ensure our Smart Work model remains compliant.

15. Equal Opportunities

The company discloses in what way it has implemented national and international processes and its goals for the promotion of equal opportunities and diversity, occupational health and safety, participation rights, the integration of migrants and people with disabilities, fair pay as well as a work-life balance and how it will achieve these.

Diversity, equity and inclusion as part of our values

One of our Unite values is diversity with the following principles:

❯ We don't use digitalisation primarily for standardisation, but rather to highlight uniqueness.
❯ We're convinced that each and every one of us has some intrinsic uniqueness that can help us.
❯ We draw strength from diversity and differences.

Unite employs 703 people from 31 different nationalities, 55% of whom are female. The share of management positions held by women is 46%. The age structure ranges from 17 to 65. The majority of employees are aged between 30 and 50. Our international recruitment contributes to cultural diversity

No specific targets have been drawn up for continuous development in the areas of equal opportunities and diversity. The first step has been to develop a better basis for decision-making in 2023 by recording the status quo using several diversity KPIs (as described in Criterion 17). For this purpose, the GRI indicators age, gender and nationality have been considered. Other diversity KPIs are to be introduced in 2022 based on the levels of the Diversity Charter we signed. The DE&I Working Group has discussed various KPIs, their benefits and the implications of the survey.
The following additional KPIs are to be recorded in the future:

The proportion of part-time workers, average length of service, employee turnover and retention rates. If negative trends emerge in the KPIs over time, we will set up specific objectives and devise appropriate actions to address these issues.

In addition to collecting quantitative data, the Working Group also adopted a qualitative view. In-house campaigns were designed to raise employees' awareness regarding diversity and to heighten awareness of unconscious bias. For instance, to celebrate International Diversity Day, we hosted an intercultural lunch where employees were encouraged to bring culinary specialties from their home countries. This event aimed to foster intercultural dialogue and community building through a communal dining experience.

In 2021, we introduced gender-neutral language in our internal and external communication. Our corporate values are reflected not only in our activities, but also in how we speak and write. We have described and defined six guiding principles to live up to:

❯ **Sustainable:** We're dedicated to the well-being and development of our employees. We aim to create an environment where everyone feels valued and supported. No one should feel excluded linguistically.
❯ **Diverse:** We're convinced that every one of us has some intrinsic uniqueness that can help us. Because we respect and value everyone, we also want to address everybody in an inclusive way.
❯ **Trustworthy:** We give everyone a chance and believe in their good qualities. By addressing everyone inclusively, we give everyone a chance to be successful in the company.
❯ **Fair:** We take decisions fairly and transparently and treat others as we would wish to be treated ourselves. We respect that not everyone feels addressed by the masculine form, even if this doesn't personally apply to us. We make an effort to use inclusive language because it's important to others.

❯ **Brave:** We're open and receptive to changes in language and expression. Let's be open-minded and give it a go!

❯ **Human:** We want to know what someone wants to be called and how they'd like to be addressed.

At the same time, we realise that spoken language can't be expected to change overnight. Tips are provided on an intranet page to help people learn how to use inclusive language.

In 2023, we established a **DEI (Diversity, Equity and Inclusion) Employee Resource Group**, a voluntary initiative that collaborates with existing departments to foster a more inclusive workplace.

We also introduced a new training course called 'Recognising and Utilising Diversity as a Team Strength'. It addresses issues such as discrimination and outlines strategies for preventing it in various professional phases, from recruitment to career development. The aim is for 30% of our employees to complete this in-person training by 2024. We will raise awareness of this topic among the rest of our employees in other ways, such as online training. With this in mind, a group of trainees produced a video on diversity in 2023.

English as the lingua franca

In 2021, we introduced English as the sync language across Unite. This was due to a variety of reasons, such as the expansion of our international business, the integration of employees in our non-German subsidiaries, and the increase in the number of remote workers recruited worldwide.

English as our sync language will help us think and act globally. To make this change as pleasant as possible for all employees and free of embarrassment in case they're not as proficient at English as they'd like to be, various English courses are available to employees. In addition, other tools are available, such as language tandems, attending digital comedy evenings in English, and going to a digital English pub.

In addition, non-German-speaking colleagues and remote workers can attend in-house German courses. This in turn strengthens the acceptance and integration of colleagues outside of Germany.

Trust-based working hours

Unite has an open, transparent corporate culture based on trust and personal responsibility. As a result, we don't adhere to strict working times, but offer all employees trust-based working time depending on their responsibilities and their personal circumstances.

Note that this flexitime model doesn't apply to service positions, where availability must be ensured within a certain time window so that employees can work two different shifts. The fixed shift system means there is no possibility of overtime occurring. Shifts are limited to the weekdays Monday to Friday, usually starting no earlier than 7am and ending no later than 6pm.

Work-life balance

The central location of Unite's branch offices in the towns and cities where it operates ensures short commutes, which in turn means more free time for employees. Special leave days are granted for certain occasions. Sabbaticals and other time-off programmes are also supported.

Introduction of hybrid work

With the launch of hybrid work, every employee is now offered the opportunity to work from home even after the pandemic. The goal is to combine flexible working with the opportunity to meet colleagues face-to-face in the office.

We believe that fostering a sense of community and a strong connection to our corporate culture through personal dialogue and interdisciplinary networking among all colleagues is crucial for our company's success.

Therefore, the management encourages each employee to go to the office at least twice a week, provided that distance permits. For the rest of the week, employees may choose from various working models tailored to the demands of their positions and their personal preferences.

Once a 'work model' had been chosen by an employee, their employment contract was amended accordingly. In 2022, we continued developing and introducing a hybrid work model throughout the company, taking into consideration both local and departmental perspectives. Workshops were held for managers to understand the nuances of leading hybrid work teams. To adapt effectively to the realities of hybrid work, suitable solutions must consider the individual needs and special features of specific roles within each team. In 2023, all teams worked on a collaborative framework to define their future working relationships. The outcome addressed key questions: How often should we meet in the office, and for what purposes? How can we maintain team cohesion? What are our expectations regarding availability, and how will we schedule focus times for uninterrupted work? These guidelines should also be used by new teams and regularly updated. Additionally, a hybrid code of conduct has been developed and published to set clear parameters for all employees. An e-learning programme has helped managers to carry out this process with their teams.

Appropriate remuneration for all employees

Participation in the annual benchmark of the Empfehlungsbund ('Recommendation Association') ensures a salary structure that's competitive with the region and industry. In 2023, we conducted another analysis of our gender pay gap across all departments and employees, applying the methodology recommended by the DIW (German Institute for Economic Research). We found no evidence of a gender pay gap. Salary variations were attributed to factors such as seniority and expertise rather than gender. Initial queries from employees regarding the pay gap were addressed and its non-existence was explained. Since Q4 2023, we have addressed pay equity within the company. We are developing a set of criteria to guide the establishment of starting salaries and salary increases. These criteria will be validated by regularly benchmarking our salaries by job levels using the ravio platform. As well as offering competitive salaries, our goal is to provide our employees and managers with a fair, transparent and comprehensible framework for setting and reviewing salaries and salary increases.

16. Qualifications

The company discloses what goals it has set and what measures it has taken to promote the employability of all employees, i.e. the ability of all employees to participate in the working and professional world, and in view of adapting to demographic change, and where risks are seen.

Our dynamic market environment requires diverse training opportunities

Motivated, satisfied, and therefore productive employees are one of our key success factors. Due to the very dynamic environment in which our company operates, the demands on our employees are constantly changing. We aim to maintain systematic training and development opportunities for our employees to meet these demands. Our in-house Academy enables employees to develop their soft and professional skills. Various categories are offered:

> Soft skills (e.g. successful communication, non-violent communication)
> Methods (e.g. change management skills)
> Specialist training (e.g. order processing, product training)
> Team-building workshops
> Individual coaching by internal or external coaches
> Language courses for English and German

All courses are available via our learning platform, allowing employees to study in any place, time and language. Courses are grouped into role- and department-specific learning paths to ensure that relevant knowledge and skills are available to employees according to their area of work.

In 2023, we introduced the e-learning platform Udemy. The aim is to offer a wide array of training opportunities and to provide highly specialised, tailored training to individual employees.

Internal personal development is a priority for us

The training and courses available, combined with ongoing dialogue between managers and employees during feedback sessions, facilitate internal growth. In 2023, we filled 42 positions internally, representing a third of all newly created positions.

Vocational training in five professional areas

We conduct training in office management, dialogue marketing, digitalisation management and e-commerce. In 2023, IT for system integration was added.

As well as giving vocational training, we support employees tackling social problems at their own initiative. We encourage collaborative projects among trainees, like organising social days and participating in the Diversity Challenge of the Diversity Charter.

To support our trainees, in 2022 we set up a revision portal to help them prepare for exams. It provides support for revision in the form of past exam papers, revision lists, flashcards, etc.

Our trainees experience business operations through a business simulation game, acting as young entrepreneurs to gain an extensive understanding of how businesses function. Over a two-month period, they manage a simulated company, learning how to make strategic business decisions. In 2023, we launched a comprehensive two-week onboarding programme for trainees. During this period, trainees are introduced to our systems and tools and receive an extensive overview by exploring various departments.

To monitor the quality of training, we have also implemented the teamecho mood barometer for trainees. Every two weeks, trainees anonymously answer questions and provide feedback. Our goal for 2024 is to analyse this feedback and develop broad-based improvement measures.

Training formats on sustainability aspects
One of the findings of the employee survey conducted in connection with the materiality analysis was that some colleagues aren't aware of the status of development of some aspects of sustainability.

Five-minute tutorials were therefore produced in 2023, which can be accessed via our learning platform. There are three different areas, each of which are offered in several short videos. The first is dedicated to sustainability at Unite, with an insight provided by the Executive Board. The second area focuses on aspects of internal sustainability such as the presentation of our carbon footprint. Market-related sustainability topics such as the presentation of Sustainable Choice are addressed in the third area.

In the future, there will be a new video for each topic. The aim is to ensure that all employees are extensively informed so they can also provide information to our external partners.

Mental health
The consequences of working from home may include not just physical but also increasing mental stress caused by the double burden of work and childcare as well as the lack of contact with colleagues.

In the mental health risk assessment survey carried out in 2018, many colleagues stated that they felt under stress and pressure for protracted periods. This feedback was repeatedly passed on to Human Resources and Organisational Development. In response, various anti-stress and mindfulness seminars were introduced.

In 2021, the Counselling Chat was introduced – a text-based service designed to relieve stress during the working day. Professional external counsellors provide support at short notice for stress management using the chat function in Microsoft Teams or on WhatsApp. Employees can use the Counselling Chat regardless of whether their concerns are work-related or private matters. This service was well received with colleagues and was also maintained in 2023. In 2024, we will conduct another mental health risk assessment to determine the effectiveness of previous initiatives. As well as analysing the results, we plan to identify areas for improvement and implement corresponding measures.

Qualification as a response to the risks of digitalisation
The increasing degree of digitalisation is accompanied by the risk of growing uncertainty about how to deal with data. Furthermore, the legal requirements surrounding data protection are increasing. Emails sent out by IT are intended to provide clarification in this regard. Since 2021, mandatory training regarding data protection and information security was implemented in the new Learning Management System. Increasing digitalisation also poses the risk that certain human skills will be replaced by automation. However, the rapidly changing work environment will result in the need for specialisations elsewhere, for which employees will have to be trained and qualified.

Risks from the VUCA world
The VUCA model describes the changing conditions and challenges managers and organisations face due to digitalisation.

VUCA stands for four characteristics of the modern world: volatility, uncertainty, complexity and ambiguity. They require increased flexibility and willingness to change on the part of employees. Unite wants to support employees in dealing with these challenges, which is why we developed a training course on change management in 2022 and continued to offer it in 2023. We provide a separate dedicated team for each department undergoing change and also assist employees involved in change processes with coaching and mediation.

KPIs: Criteria 14–16

KPI GRI SRS-403-9: Work-related injuries

The reporting organisation must disclose the following information:

a. For all <u>employees</u>

    i.   The number and rate of fatalities as a result of work-related injury;
    ii.   The number and rate of high-consequence work-related injuries (excluding fatalities);
    iii.   The number and rate of recordable work-related injuries;
    iv.   The main types of work-related injury;
    v.   The number of hours worked.

b. For all workers who are not employees but whose work and/or workplace is controlled by the organisation:

    i.   The number and rate of fatalities as a result of work-related injury;
    ii.   The number and rate of high-consequence work-related injuries (excluding fatalities);
    iii.   The number and rate of recordable work-related injuries;
    iv.   The main types of work-related injury;
    v.   The number of hours worked.

Points c to g of the indicator SRS 403-9 are contained in the GRI standard and may additionally be reported here.

KPI GRI SRS-403-10: Work-related ill health

The reporting organisation must disclose the following information

a. For all <u>employees</u>:

    i.   The number of fatalities as a result of work-related ill health;
    ii.   iThe number of cases of recordable work-related ill health
    iii.   The main types of work-related ill health.

b. For all workers who are not employees but whose work and/or workplace is controlled by the organisation:

    i.   The number of fatalities as a result of work-related ill health;
    i.   The number of cases of recordable work-related ill health;
    i.   The main types of work-related ill health.

Points c to e of the indicator SRS 403-10 are contained in the GRI standard and may additionally be reported here.

GRI SRS-403-9 (a+b): Work-related injuries

Occupational and commuting accidents are recorded in an injury manual. In 2023, 16 injuries were documented.

There were no occupational accidents certified by a doctor and recorded by us as absenteeism in 2023.

The lost time injury rate in 2023 was 0%.

The lost time injury severity rate in 2023 was also 0%. This is based on the following calculation: (Lost time injury severity rate, LTI) for direct employees – (Number of days absence due to injuries) x 1,000 / Total hours worked

There were no fatalities.

For 2024, our objective is to maintain both the lost time injury rate and the injury severity rate at 0% by taking various occupational safety measures and precautions.

We don't record working hours due to the adoption of trust-based working time.

GRI SRS-403-10 (a+b): Work-related ill health
According to a general analysis by health insurance providers, the most prevalent health issues are diseases of the upper respiratory tract, skeletal disorders and mental illness. Since we're not a manufacturing company, we assume they also apply to us. However, we don't have a precise evaluation based on our employees' sick notes from their health insurers. Preventive measures are described in Criterion 16 in the section headed 'Health management'.

Our sickness rate fell from 5.7% in 2022 to 5.1% in 2023. This reduction is likely attributable, in part, to the decreased incidence of coronavirus-related illnesses in 2023.

KPI GRI SRS-403-4: Worker participation in occupational health and safety
The reporting organisation must disclose the following information: for employees and for workers who are not employees but whose work and/or workplace is monitored by the organisation:

a. A description of the processes for worker participation and consultation in the development, implementation, and evaluation of the occupational health and safety management system, and for providing access to and communicating relevant information on occupational health and safety to workers.

b. Where formal joint management–worker health and safety committees exist, a description of their responsibilities, meeting frequency, decision-making authority, and whether and, if so, why any workers are not represented by these committees.

The basis for active participation is the transparency of Unite's corporate strategy and sustainability developments in the company. In addition to the development of the company and the market along with facts and figures, the Executive Board regularly reports on sustainability at Unite in its monthly livestream 'Hello Unite'. Sharing information in this way lays the foundations for the contribution of ideas.

The Environmental Sustainability Team was set up in 2019 out of intrinsic motivation. It aims to help colleagues take ecologically aware decisions to reduce Unite's negative footprint.

The topic of health protection is addressed by the BGM (Occupational Health Management) Team. This team is involved in protecting employees' health by organising various preventive measures. There is a mandatory training course on occupational safety that all employees must complete. This course also encourages participants to contribute their own suggestions and ideas. Employees can train voluntarily to become fire safety officers and first aiders.
There is also a high level of employee involvement in the EcoVadis rating.

Before completing the EcoVadis questionnaire for re-evaluation, meetings were held with various departments. The joint goal was to gather knowledge within the company to obtain the best possible objective assessment while laying the initial foundations for sustainability management by taking stock.

Employee participation is also to be seen in the election and work of the Culture Circle described in Criterion 9. In 2023, we set up an Employee Resource Group comprised of members from a diverse array of nations and departments, dedicated to promoting diversity, equity and inclusion.

In 2023, the average time spent on training and development per employee was 180 hours.
A breakdown of the data by gender is not possible. We will only be able to provide this information if and when the system service provider implements the relevant function.

Unite employs 703 people from 31 different nationalities, 55% of whom are female. The share of management positions held by women is 46%. The age structure ranges from 17 to 65. The majority of employees (77%) belong to the 30–50 age group. 14.89% of employees are under 30 and 14.32% are over 50. The data relating to age is for Germany only.

Our Supervisory Board consists of one woman and three men, i.e. 75% are male and 25% female.

They belong to four different nationalities and are all over 50.

Consisting of three men and one woman, our Executive Board is 75% male and 25% female. They belong to three different nationalities.

i.   *Incident reviewed by the organisation;*

ii.   *Remediation plans being implemented;*

iii.   *Remediation plans that have been implemented, with results reviewed through routine internal management review processes;*

iv.   *Incident no longer subject to action.*

No cases of discrimination have been reported in our company.

Criterion 17: Human rights

17. Human Rights

The company discloses what measures it takes, strategies it pursues and targets it sets for itself and for the supply chain for ensuring that human rights are respected globally and that forced and child labour as well as all forms of exploitation are prevented. Information should also be provided on the results of the measures and on any relevant risks.

We comply with internationally recognised human rights and reject inhumane practices such as forced labour and child labour. Our company principles bar cooperation with companies using or permitting such practices.

The Code of Conduct as a condition for access to our platform services
In order to be allowed to access the trading platform, suppliers must first confirm their compliance with our Code of Conduct. In 2021, we revised our Code of Conduct.

The revised Code of Conduct places greater emphasis on the supply chain by making business partners responsible for upholding workers' and human rights not only in their own operations but also in their supply chains by introducing control mechanisms.

To ensure that all aspects of the LkSG Act on Corporate Due Diligence Obligations in Supply Chains are considered, feedback from various stakeholders, such as the Business & Human Rights Helpdesk, was sought when the Code of Conduct was revised.

We also achieved the goal of rolling out the Code of Conduct in 2022. It can be viewed under the following link: https://unite.eu/en-global/unite-coc. Since its introduction, it has been an integral part of all new contracts signed. The roll-out to existing business partners will be completed in 2024. The Code of Conduct commits our direct business partners to maintain and respect human rights. In addition, our direct business partners undertake to ensure that their supply chains comply with this Code of Conduct – and that human rights are respected. The Code of Conduct also obliges our business partners to report actual or potential violations. This includes violations affecting their supply chain. For this purpose, a whistleblower system was introduced in 2022, which is described in more detail in Criterion 20.

Setting up risk assessment
In 2023, we decided to introduce the risk assessment of our suppliers to ensure their compliance with the German Act on Corporate Due Diligence Obligations in Supply Chains (LkSG). We chose osapiens' automated software solution, which performs an initial risk analysis based on each supplier's location and sector. If heightened risks are detected, this system supports legally compliant risk assessment and the effective management of corrective and preventive actions using standardised templates from the law firm Graf von Westphalen. Suppliers also undergo adverse media screening to identify potential risks. It's important for us to find a common solution with the suppliers and to maintain and develop existing contractual relationships. This is the only way we can keep working towards ensuring that market participants also undertake to comply with the LkSG Act on Corporate Due Diligence Obligations in Supply Chains. Termination of a contractual relationship is the last resort. The osapiens solution, which was still being designed and implemented in 2023, is slated for initial rollout in 2024, targeting the German suppliers of our retail business model.

The Code of Conduct as part of employment contracts and internal control systems
The Code of Conduct is also included in the employment contracts of our staff. By signing the employment contract, each employee confirms that they are familiar with the Code of Conduct and agrees to comply with the rules.

More than 90% of our employees are based in Germany. By complying with German labour law, Unite ensures that human rights violations will not be committed on its employees. To ensure this situation is maintained despite continuous expansion and the growing number of employees in non-German jurisdictions, the role of Compliance Adviser was created in 2021. In 2023, we increased our Compliance Team to three employees. This means there is always someone to verify Unite's compliance with legal regulations and the guidelines in the Code of Conduct.

KPIs regarding Criterion 17

KPI GRI SRS-412-3: Investment agreements that have undergone human rights screening
The reporting organisation must disclose the following information:

a. Total number and percentage of significant investment agreements and contracts that include underlined human rights clauses or that underwent human rights screening.

b. The definition used for 'significant investment agreements'.

None.

KPI GRI SRS-412-1: Operations subject to human rights reviews
The reporting organisation must disclose the following information:

a. Total number and percentage of operations that have been underlined subject to human rights reviews or human rights impact assessments, by country.

As outlined in Criteria 4 and 17, we began the LkSG risk assessment of our suppliers in 2023 to monitor compliance with human rights standards. All required supplier data has been uploaded to the test system, and the first suppliers have undergone a preliminary assessment. We will only be able to report the total number of audited suppliers and identify those with potential risks once their data has been transferred to the operational system.

KPI GRI SRS-414-1: New suppliers screened using social criteria
The reporting organisation must disclose the following information

a. Percentage of new underlined suppliers that were underlined screened using social criteria.

As described in Criteria 4 and 17, we set up a risk assessment system in 2023 to identify and evaluate risks related to social criteria and will be rolled out in 2024. As a result, we will not be able to report on the percentage of new suppliers assessed against social criteria until 2024.

KPI GRI SRS-414-2: Social impacts in the supply chain
The reporting organisation must disclose the following information:

a. Number of suppliers assessed for social impacts.

b. Number of underlined suppliers identified as having significant actual and potential negative social impacts.

c. Significant actual and potential negative social impacts identified in the underlined supply chain.

d. Percentage of suppliers identified as having significant actual and potential negative social impacts with which improvements

As described in Criteria 4 and 17, a risk assessment system was set up in 2023 to identify and evaluate risks related to social criteria and is slated for initial rollout in 2024, targeting the German suppliers in our retail business model. If a supplier poses a high risk, we aim to work together towards sustainable development. Termination of a contractual relationship is the last resort.

Criterion 18: Corporate Citizenship

18. Corporate Citizenship

The company discloses how it contributes to corporate citizenship in the regions in which it conducts its core business activities.

During our risk assessments, we did not identify any material risks with negative social impact arising from our business activities as an e-commerce platform operator.

The topic of corporate citizenship received high priority in the company survey conducted in connection with the materiality analysis. At a workshop with colleagues from different departments, ideas were jointly developed in 2021 and put into practice in 2022 and 2023.

Our commitment to a sustainable society

Participation in the Wholesale Research Association

We are represented on the board of the Wholesale Research Association. The purpose of this national body is to support research in the field of wholesale and intermediary services. The association initiates and develops research projects, networks companies from the B2B sector with research institutions in practical transdisciplinary and interdisciplinary projects, awards research contracts, organises funding for research projects (especially in the area of collaborative pre-competitive industrial research and the involvement of small and medium-sized enterprises), and promotes junior researchers and teaching.

Trainees do volunteer work in local charities

Our trainees organised a Social Day and volunteered in several local charities. In 2023, they dedicated a day to working with various charities such as the Tafel food bank and Lebenshilfe, an organisation supporting individuals with mental disabilities.

Unite with Ukraine

In 2022, we established a voluntary Ukraine aid group. This team arranges fundraising events, locates accommodation for refugees and makes private donations to aid organisations. On our website, we also appeal to our customers and suppliers to donate relief goods. In addition, Unite is in touch with relief organisations that transport aid to Ukraine on our behalf, like the Association for Worldwide Emergency Relief. We maintained this commitment in 2023 and also successfully encouraged some of our suppliers to join us in our efforts.

Charity work abroad

We're also involved in various campaigns and initiatives outside Germany.
For instance, in Austria, we source merchandise from an organisation that employs individuals with disabilities.

Our colleagues from the UK have a tree planted for each connected supplier. It was important to Unite for the trees to be planted near our UK HQ in Wales. This not only has an environmental aspect, but also offers a symbolic perspective for our employees, as the trees mirror the growth of our evolving business idea.

Support for Köthen (and the surrounding region) and students from all over Saxony-Anhalt

Organisation of the Köthen Film Festival

In 2014, a Unite employee launched a successful bid for Köthen to host the European Film Festival of Generations in central Germany. An association consisting of nine employees from Unite was founded. The first festival was held on

Saxony-Anhalt Day in Köthen in 2015 and has since become an annual occasion, attracting more and more visitors. The association's members want to send a signal to Köthen that they don't just go there to work but want to give something back via their cultural activities. Every year, the festival is dedicated to a socially relevant issue, such as inclusion and empowerment. In addition, the panel discussions with invited guests encourage dialogue and networking.

Co-organisation of two outdoor cinema projects
FreiRaum_Stadtkino is an urban project pursued in cooperation with Köthen cinema and the Academy of Arts. Films by retired filmmakers are shown to revive themes from bygone times. Here, too, emphasis is placed on dialogue with the audience as well as cultural support for the town of Köthen.

Meanwhile, FreiRaum_Landkino, a collaboration with the Landkulturwerkstatt arts workshop for rural locations, organises open-air film screenings in villages. It's a way of bringing people together from different generations and social backgrounds who live in the same village.

Donations for community initiatives and associations
In 2023, we contributed financially to several associations. In Köthen in particular, some colleagues are personally involved in these associations. For example, we supported Queer4mat, a Köthen-based video blog campaigning for diversity. We also support a residential group for disadvantaged youngsters in Leipzig.

Support for the Futurego schools competition
We've been giving financial and organisational assistance to the Futurego schools competition in Saxony-Anhalt for many years. The aim of the competition is for students to develop and present business concepts in various categories. Selected groups are then invited to visit Unite, where they're taught about SWOT analysis so they can apply it to their own business ideas.

The winner is selected by a jury which includes a representative from Unite. The final event is co-organised by us and includes an address by the head of Human Resources. In 2022, Unite successfully campaigned to introduce a new category to the competition called 'Sustainability and Digitisation'. Our company has been assigned to this category, meaning the prize money we award will increasingly support projects in this field.

Our support for society in Leipzig
Infrastructure for 'Leipzig vernetzt'
'Leipzig vernetzt' is an initiative set up by the City of Leipzig, the District of Greater Leipzig and the District of North Saxony for regional companies' sustainable, digital networking. It contributes to strengthening the regional economy by supporting the digitalisation of local companies. The importance of reliable trade routes has been felt by many firms in recent years, with supply chains from abroad being interrupted for months due to the pandemic. 'Leipzig vernetzt' digitalises local B2B dealers and buyers, equipping the regional economy for online commerce throughout Germany. Unite provides the technical infrastructure for it with its B2B network.

Granting wishes for children from a children's home
Under the motto 'Make children happy', the Sustainability Team organised a Christmas initiative at our Leipzig headquarters in December 2023. They decorated the Christmas tree with wish lists written by children from the Am Wachtelberg foster home in the town of Wurzen. The campaign was a success: within no time, several Unitees came together to make the children's wishes come true. Every wish was fulfilled. KPIs regarding Criterion 18.

KPIs regarding Criterion 18

KPI GRI SRS-201-1: Direct economic value generated and distributed
The reporting organisation must disclose the following information:

a. Direct economic value generated and distributed (EVG&D) on an accruals basis, including the basic components for the organisation's global operations as listed below. If data are presented on a cash basis, report the justification for this decision in addition to reporting the following basic components:

    i.   Direct economic value generated: proceeds;
    ii.   Economic value distributed: operating costs, employee wages and benefits, payments to investors, payments to government by country, and local authority investments;
    iii.   Economic value retained: 'direct economic value generated' less 'economic value distributed'.

b. Where significant, report EVG&D separately at country, regional, or market levels, and the criteria used for defining significance.

The direct economic value generated in 2023 (income) was €440,842. The economic value distributed (all expenses) was €440,049.

Criteria 19–20: Compliance

19. Political Influence

All significant input relating to legislative procedures, all entries in lobby lists, all significant payments of membership fees, all contributions to governments as well as all donations to political parties and politicians should be disclosed by country in a differentiated way.

Our new structures for dialogue with politics
As far as affiliations with political parties are concerned, we consider ourselves politically neutral and therefore don't make any donations to political parties. Our company is a member of the IHK Chamber of Industry and Commerce and the bevh German E-Commerce and Distance Selling Trade Association as well as the JARO Insitute and the network B.A.U.M. e.V. Although the aim of these memberships isn't to exert political influence, we realise that these associations sometimes engage in political lobbying.

Since 2021, our dialogue with trade associations, public clients, parliament and government has been strengthened by the newly created role of Vice President Government Affairs & Public-Private Partnerships. This is our response to increased demand on the market for a digital infrastructure for public organisations in Germany and Europe. Our objectives are to demonstrate the macroeconomic importance of B2B commerce – which is often underestimated – in dialogue with politicians at federal, regional and local level as well as to develop solution scenarios, including in the form of events, publications, and direct discussions/exchanges. There are many overlaps with politics, especially when it comes to the future topics of sustainability, cross-industry digitalisation and European data sovereignty. We have registered the position and activity of the Vice President Government Affairs & Public-Private Partnerships in the lobby register. Unite Network SE has also been listed in the lobby register since 2022.

Commitment to our values
It's important for us to point out that although we're politically neutral, at the same time we clearly reject policies that go against our values. The values of tolerance, respect, diversity and sustainability are particularly important to us. We've also expressed this by signing the Diversity Charter. We implement our commitment by participating in committees of federal and regional ministries (e.g. the German Ministry of Labour and Social Affairs' Working Group for the Digitalisation of Work) and publishing statements expressing our views. In 2023, we issued statements on the following topics:

❯ Introduction of mandatory e-invoicing for domestic B2B sales via the Association of German Chambers of Industry and Commerce (DIHK)
❯ The necessary transformation of public procurement law (the Public Procurement Transformation Package) during the public consultation by the Federal Ministry of Economics and Climate Protection

All memberships, participation and statements can be viewed by employees on the company's intranet.

KPIs regarding Criterion 19

KPI GRI SRS-415-1: Political contributions
The reporting organisation must disclose the following information:

a. Total monetary value of financial and in-kind political donations made directly and indirectly by the organisation by country and recipient/beneficiary.

b. If applicable, how the monetary value of in-kind contributions was estimated.

We have not made any party donations so the total value is €0.

20. Conduct that Complies with the Law and Policy

The company discloses which measures, standards, systems and processes are in place to prevent unlawful conduct and, in particular, corruption, how they are verified, which results have been achieved to date and where it sees there to be risks. The company depicts how corruption and other contraventions in the company are prevented and exposed and what sanctions are imposed.

Our company is clearly committed to ethical principles as well as to law and order. We have cemented this in our corporate values and our Codes of Conduct for business contacts and employees.

Our Compliance Team
As described in more detail in Criterion 5, compliance issues are the responsibility of the Head of Compliance/ Compliance Officer and their team. The Compliance Officer regularly reports to the Executive Board.

Policies and codes for a clear framework
In 2020, a Gift Policy was introduced regulating the maximum value of gifts that may be accepted and the situations in which business contacts can receive gifts. Presents may not be given to potential business contacts in order to canvass business. In addition, the Cash Policy regulates the proper documentation of the use of cash by office management. The Cash Policy also regulates the handling of cash used in day-to-day business operations. However, since our business model is cashless, all transactions are carried out by bank transfers using the dual control principle.

As Criterion 17 (Human Rights) outlines, there is a Code of Conduct for business contacts that all suppliers must sign before they're permitted to use our platform services. Similarly, there is a Code of Conduct for employees, which they sign and agree to abide by when they sign their employment contract.

In 2023, we enhanced our commitment to sustainability by implementing several key policies: an Environmental Policy, a Waste Policy and an Energy Management Policy. We also conducted training sessions to raise awareness about corruption and bribery. The topics covered include our Code of Conduct, our Whistleblower System, and our Modern Slavery Act Statement.

Furthermore, our UK subsidiary, Mercateo UK, adopted various policies to meet the requirements of its client, the Crown Commercial Service. These included an Environmental Policy, a Quality Policy, a Modern Slavery Policy, and a Transparency in the Supply Chain Statement. Mercateo UK has also been ISO 27001 certified since 2021. In 2023, Mercateo UK successfully obtained ISO 9001, 14001 and 22301 certifications. However, ISO 27031 has not yet been implemented. Following a gap analysis conducted for ISO 27001 across the Unite Group in 2023, our goal for 2024 is to further evaluate the potential adoption of ISO 27001 at group level.

In our Modern Slavery Act Statement, we affirm our commitment to the Modern Slavery Act 2025. This statement underscores our dedication to reducing the risks associated with modern slavery and human trafficking within our business operations and throughout our supply chain.

No secrets: embracing openness and transparency
The way all Unite employees and managers work together is characterised by openness and trust. Issues, challenges, and uncertainties are addressed openly, irrespective of the hierarchical level of the individuals involved. Another example of this openness and transparency is that donations and sponsorships are posted on the intranet and are visible to all.

In a special review format, the Senior Management receives monthly information on the topics of compliance, IT security and data protection (General Data Protection Regulation) from directly appointed employees who aren't tied to a specific department.

Transparency in the payment of taxes: Fair Tax accreditation

Our transparency is also reflected in our Fair Tax accreditation. Unite supports measures to improve tax transparency and confirms its full compliance with this tax policy at the end of 2023. We believe in keeping our stakeholders well informed about our tax affairs in a manner that's both clear and accessible to ensure they're completely in the picture and reassure them that we pay our fair share of tax. This includes complete disclosure of the types and amounts of taxes we pay, and the jurisdictions where they're paid. We were honoured to be the first German multinational to receive the Fair Tax Mark, establishing a new benchmark for responsible tax behaviour.

The whistleblower system as part of conflict management

Under the EU Whistleblower Directive, a whistleblower system for both internal and external stakeholders was introduced in 2022 as a way of confidentially reporting potential breaches of rules and regulations.

A conflict management system for all employees was also set up in 2022. In the Unite culture, conflicts aren't always considered negative, as they have potential for innovation and can contribute to employee development. Therefore, staff should be encouraged to address issues openly and not to shy away from conflict.

Our conflict management system is comprised of two key components. It offers internal professional support to aid in conflict resolution, detailing the steps that should be taken and in what order to address and resolve conflicts. In addition, there is the above-mentioned internal whistleblower system for reporting potential breaches of rules. A breach of rules is understood to mean breaking the law or violating a company policy. In 2022, we also introduced a whistleblower system was also introduced for external stakeholders. Breaches are any violation of laws or internal policy committed by employees of Unite in connection with their work or by suppliers of Unite.

The introduction of the whistleblower system also includes a procedure for dealing with incoming reports. It requires two case handlers: one from Human Resources, the other from the Compliance Department (both departments being known for their high confidentiality). This also ensures that the principle of dual control is applied.

As soon as a tip-off is reported, it's examined by the case handlers, regardless of the severity of the violation, and measures are taken if necessary. In 2023, a report submitted through our Whistleblower System was thoroughly investigated following the procedure outlined above. The allegations could not be proved. The number of cases received via the Whistleblower System serves as both an internal KPI for employee violations and an external KPI for monitoring human rights violations.

Explaining legally compliant behaviour

The Legal Department releases short videos on current legal developments to explain specific topics and their significance for internal processes at Unite to all employees. These types of short videos are also produced for internal company policies. In addition, the content is posted on the intranet, which is accessible to every employee. In specific cases, the relevant content leading to changes to processes in the departments concerned is explained by a member of the Legal Department.

In 2021, various mandatory modules on compliance matters were introduced using the recently launched Learning Management System. They offer contents of data protection, information security, the Gift Policy, and occupational health and safety. In 2024, we will introduce additional mandatory training sessions covering the Code of Conduct,

corruption awareness, and the Environmental Management Policy. As these training sessions are mandatory, there is also an escalation plan to ensure that all employees complete them.

Dealing with compliance risks at our suppliers
As Criterion 17 (Human Rights) outlines, there is a Code of Conduct for business contacts that all suppliers must sign before they're permitted to use our platform services. It includes a passage on bribery and corruption, and obliges not only our business contacts but also their business partners to behave in a lawful manner.

In accordance with the Code of Conduct, we reserve the right to conduct audits of any business contact. So far, however, our processes do not include implementing this right to conduct audits. In 2023, we made significant progress toward our goal of developing and implementing a comprehensive risk assessment system. This process is described in more detail in Criterion 17.

Possible new risks due to increasing internationalisation
As the company continues to grow and become increasingly international (in terms of its business and its employees), the number of potential risks will rise, such as critical deviations from German social standards and the greater risk of corruption, bribery and money laundering. External and internal risks first began to be documented in 2019. The management and the following departments have compiled reports on external and internal risks: Supplier Management, Sales, Operations, IT, Legal, Treasury, Controlling and Human Resources. They cover various risks, such as defaults from customers and partners, foreign exchange and interest rate fluctuations, IT security, infrastructure and the loss of key personnel. Using these reports, we've developed a risk matrix and publish an annual management report detailing risks and opportunities.

As we expanded our risk management system in 2023, we continued to operationalise and document our existing strategies to mitigate these and other risks, such as measures to prevent bribery and corruption. In 2023, a working group developed a roadmap for implementation beginning in 2024.

Our subsidiary Unite Financial Services (UFS) – which applied for regulatory service accreditation – had already implemented stringent risk management in accordance with the EBA guidelines. UFS was liquidated in 2023 due to a change in strategy.

KPIs regarding Criterion 20

KPI GRI SRS-205-1: Operations assessed for risks related to corruption
The reporting organisation must disclose the following information:

a. Total number and percentage of operations assessed for risks related to corruption.

b. Significant risks related to corruption identified through the risk assessment.

In 2023, we began conducting a holistic risk assessment. Based on this analysis, an audit mandate will be drawn up in 2024.

KPI GRI SRS-205-3: Incidents of corruption
The reporting organisation must disclose the following information:

a. Total number and nature of confirmed incidents of corruption.

b. Total number of confirmed incidents in which <u>employees</u> were dismissed or disciplined for <u>corruption</u>.

c. Total number of confirmed incidents when contracts with business partners were terminated or not renewed due to violations related to corruption.

d. Public legal cases regarding corruption brought against the organisation or its employees during the reporting period and the outcomes of such cases.

There have been no incidents of corruption.

KPI GRI SRS-419-1: Non-compliance with laws and regulations
The reporting organisation must disclose the following information:

a. Significant fines and non-monetary sanctions for non-compliance with laws and/or regulations in the social and economic area in terms of:

> *i.   total monetary value of significant fines;*
> *ii.   total number of non-monetary sanctions;*
> *iii.   cases brought through dispute resolution mechanisms.*

b. If the organisation has not identified any non-compliance with laws and/or regulations, a brief statement of this fact is sufficient.

c. The context against which significant fines and non-monetary sanctions were incurred.

There have been no incidents.