

# For a better world.



**Our sustainability report  
based on the Global Reporting  
Initiative (GRI)**



# Foreword

We are aware of our responsibility as an entrepreneur, employer and part of society and act with sustainability in mind. The idea of sustainability is already very old: in the past, sustainability was a guideline about how to treat the forest well. Today, sustainability is the most important principle so that everyone all over the world can live well today and in the future.

It is our aspiration to reconcile today's industry market requirements with our responsibility for future generations. This sustainability report documents how we meet this responsibility as a plastics processing company. Today, OKE is growing faster, more digital, more international and more diversified than ever. In addition to Europe, OKE is also focusing on the growth regions of China, Brazil and Southeast Asia. To remain successful in this world that is changing faster than ever before, a regular review of the company's values is required. Therefore, we have introduced the integrated management system. With the development and application of our documented management system, we represent the will and commitment of all employees and managers in our company to act in a manner that is conscious of quality, the environment and costs.

An important goal of our company and our corporate policy is to supply products and services that fully meet our customers' requirements and are manufactured in an environmentally friendly and resource-saving manner. We set measurable quality and environmental targets annually, based on our corporate policy, the expectations of our customers and the desire to continuously improve our management system, our processes, products and services, as well as the maintenance and improvement of biodiversity and the reduction of environmental impact. The qua-

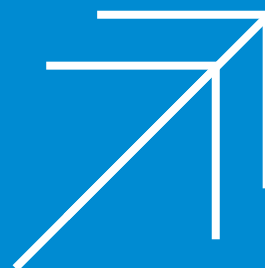
lity, energy and environmental targets, which are set with deadlines and key figures, are assigned to the responsible functional areas to clarify who is responsible for achieving the targets. Through this process, we ensure that all employees in our company can identify with the objective and know how they can contribute to achieving it.

This sustainability report in accordance with the GRI standard is an impressive illustration of how we at the OKE Group are not only successfully addressing the issue of sustainability. As an active driver, we also call for and promote change processes that take into account social, ecological and economic demands – even beyond our own business units.

Where possible, we have also included the United Nations Sustainable Development Goals in this document. In this way, we too will make a contribution to ensuring that all people can live in a fairer, more prosperous and more peaceful society.



**Thomas Tillner**  
Management



## EMISSIONS

**-44 percent**

Since 2014, we have reduced our CO<sub>2</sub> emissions by 44 percent in Scope 1+2. By 2027, we will generate 90 percent fewer material emissions and 100 percent fewer by 2030.

## RECYCLING

**-38 percent**

We have also reduced the scrap rate since 2015. We operate our own recycling plants, conduct research into alternative materials, produce foamed plastics and save valuable raw materials through lean product design.

## ENERGY

**-25 percent**

We have been using 25 percent less energy since 2012. We also use our own renewable energy sources, such as our photovoltaic systems with over 4,000 kWp. In 2024, another 5,500 kWp will be added and we will be switching completely to green electricity in Germany and Portugal.

## RESOURCES

**by 2030**

We use all resources as sparingly as possible. This applies not only to our raw materials but also to (cooling) water, compressed air and much more. We monitor consumption and can intervene quickly if there are any discrepancies.

## CLIMATE NEUTRAL

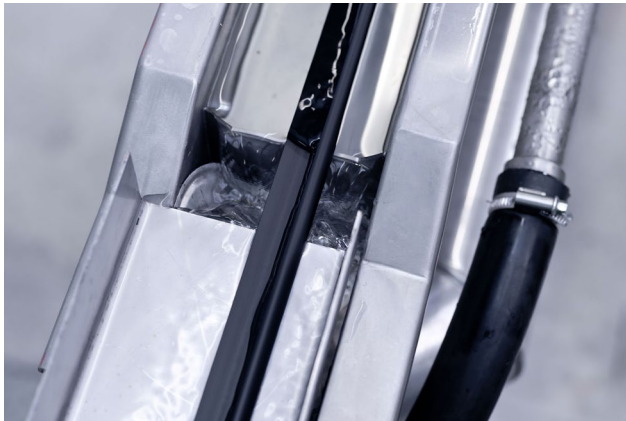
**by 2030**

In 2030, we will be climate neutral in Scope 1+2. By 2050, we will be completely climate neutral.



# Look Measure Optimise

## Our goals at a glance

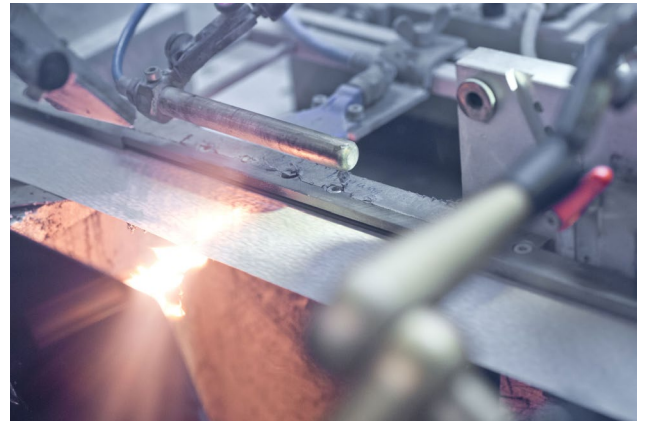


### CLOSED CIRCUITS AND FILTERS

## Water

Extrusion accounts for the largest share of our water consumption. This is because a lot of water is required in the open circuit due to discharge, evaporation and cleaning of the filters. Cooling our injection moulding machines also requires a lot of water.

To reduce our consumption to a minimum, we work with closed circuits, filters, state-of-the-art technologies and use water sparingly. We also use a monitoring system to quickly identify discrepancies, peculiarities and reporting thresholds in overall consumption.



### SUSTAINABLE ENERGY SOURCES

## Energy and emissions

The best photovoltaic systems are located where they do not take up any additional space. We therefore use our company building roofs to generate electricity. All locations in Germany are in the process of being set up, and our buildings abroad are also being integrated gradually.

Our e-fleet currently comprises 45 vehicles, which are mainly used for carpooling. As soon as five employees want to travel to work together, we provide them with an electric vehicle. This free service is available at all locations in Germany.



ECONOMY, RECYCLING, EFFICIENCY

## Material, waste and recycling

At OKE, we attach great importance to high-quality, durable and recyclable products and materials. We do not manufacture disposable products but plastic components that last for many years.

We process all plastics – and still standardise wherever possible. This is because we sort and recycle in-house, making a measurable contribution to the recycling of punch-outs, sprues and start-up products.



WORKPLACES AND COMMUNITIES

## Employees and society

The employees of the OKE Group are the basis of and driving force behind our economic success. With their dedicated commitment, they have made a significant contribution to the sustainable and profitable further development of the company. In 2023, we employed an average of 1,850 people worldwide.

We provide all employees with information, the opportunity to interact, feedback and access to services via various platforms. In this way, we ensure transparency in our decision-making and organisational framework.

## **GRI 101/ FUNDAMENTALS**

Basis for the creation of this report/The foundation for our reporting is the GRI standard for transparency, standardisation and comparability.

## **GRI 102/ GENERAL INFORMATION**

Strategy, collaboration and partners/The basis of our organisational profile and the collaboration with internal and external stakeholders forms a global holding structure.

## **GRI 103/MANAGEMENT APPROACH**

1,850 people at eleven locations are dedicated to the success and further development of OKE every day. OKE attaches particular importance to responsibility for all employees.

## **GRI 200/ ECONOMY**

OKE in the market and in competition/Fair practices and assuming responsibility where OKE does business are among the main principles of our economic activities.

## **GRI 300/ ECOLOGY**

Handling resources/We continuously develop and optimise resource-saving production and recycling processes.

## **GRI 400/SOCIAL**

Diversity, employee protection and training/OKE takes responsibility for the physical and mental health and safety of all employees.

# The SDGs of the United Nations





# GRI CONTENT INDEX

In order to carry out the GRI Materiality Disclosures Service, the Global Reporting Initiative (GRI) was available across all companies in the OKE Group, internal controlling reports were inspected across all locations, interviews were conducted and information was collected using questionnaires.

In addition to the GRI standards, the Sustainable Development Goals (SDGs) of the United Nations are also included here wherever possible.

## GRI 101: FUNDAMENTALS

In preparing the GRI Report 2024, the OKE Group GmbH has taken into account the contents of Standard 101 Fundamentals.

## GRI 102: GENERAL INFORMATION

### GRI 102-1: Name of the organisation

OKE Group GmbH

### GRI 102-2: Activities, brands, products and services

OKE specialises in technical components with special requirements. Extrusion, injection moulding, pultrusion, CNC machining and punching and forming technology are our processing methods for plastics and metal. With fibre composite technology and hybrid technology, we are breaking new ground for the future and perfectly complement this portfolio with our own tool making and special-purpose machine engineering. By further developing our technologies and workflows and combining different processes, we create innovative and efficient products. Depending on customer requirements, this is done with different levels of automation, further processing and quality control. For further information on the organisation: see GRI 102-7.

### GRI 102-3: Headquarters of the organisation

Nobelstraße 7, 48477 Hörstel, Germany

### GRI 102-4: Operating sites

As an international partner, we support our customers with all technologies at each of our locations. Our locations abroad are managed from Germany so that we can deliver our projects in the long term but also flexibly and in the quality demanded by customers and ourselves. This enables us to manufacture even highly complex components abroad and deliver them just-in-time with short lead times. In Germany, ten companies at five locations belong to the OKE Group:

- OKE Group GmbH
- OKE Automotive GmbH & Co. KG
- Hans von der Heyde GmbH & Co. KG
- Alhorn GmbH & Co. KG
- KKF Fels GmbH & Co. KG
- OKE Kunststofftechnik GmbH & Co. KG
- Harald Schultz GmbH
- Wilhelm Schröder GmbH
- Trimatec Mechanische Systemtechnik GmbH

There are six locations abroad:

- Abrantes, Portugal
- Trebatice, Slovakia
- Curitiba, Brazil
- Seoul, South Korea
- Tam Ky City, Vietnam
- Zhangjiagang, China.

### GRI 102-5: Ownership structure and legal form

Thomas Tillner is the owner of OKE Group GmbH.

### GRI 102-6: Markets supplied

The OKE Group develops and produces sophisticated technical components and parts, primarily for the automotive, electronics and furniture industries. Our core competencies are extrusion, injection moulding, pultrusion, CNC machining, special-purpose machine engineering, punching and forming technology. Depending on market access and customer structure, we combine these manufacturing methods to always deliver a holistic solution. The OKE Group supplies customers worldwide.

### GRI 102-7: Size of the organisation

The Group includes a total of 16 individual companies located in logistical proximity to customers worldwide. With 1,850 employees, we cover the entire process chain from the idea to the finished component. Financial figures such as turnover or earnings figures are subject to confidentiality in accordance with our internal regulations and are not published.

### GRI 102-8: Information on salaried and other employees

Data for all plants in Germany.

- Permanent employees (21-40 hours) : 1,100
- Part-time employees (0-20 hours): 60
- Marginal employees: 16
- Temporary workers: 45
- Trainees / students: 110

### GRI 102-9: Supply chain (SDG 9)

The OKE Group has a widely ramified supply chain with only a few main suppliers, including primarily raw material suppliers for plastic granulates and textile materials. The central purchasing department of the OKE Group is affiliated with the holding company and manages the purchasing of these most important goods worldwide. In simple terms, the supply chain looks like this:

- Purchase of the granulate by OKE
- Machining on extruders to form profiles or on injection moulding machines for technical components
- Delivery and further processing at subcontractors in the automotive or upholstered furniture industry

For further information on value creation: see GRI 102-2.

For further information on material use: see GRI 301.



### **GRI 102-11: Precautionary approach or precautionary principle**

(SDG 8, 9, 16)

The satisfaction of all parties involved in the company is important to us. For this reason, we address and determine the interests and requirements of all relevant parties. Collected information is always monitored and continuously reviewed in order to guarantee the satisfaction and wishes of our customers, our employees and all other interested parties.

The management system in our company regulates the implementation of the quality, environmental and energy policies, the achievement of the corresponding targets and the processes, procedures and tools required to improve performance. Our corporate policy is developed and defined by the management board in cooperation with the entire management team. Our company policy is future-oriented and focused on the satisfaction of our customers. The management is committed to its responsibility to maintain and further develop our integrated management system and to provide the necessary resources for this purpose. All levels of our company are aware of the corporate policy and align their goals accordingly. The corporate policy provides the framework for aligning and evaluating our quality, energy and environmental goals. We regularly review our corporate policy with regard to its appropriateness and alignment with the future requirements of our organisation and our customers.

We set measurable quality and environmental targets annually, based on our corporate policy, the expectations of our customers and the desire to continuously improve our management system, our processes, products and services, as well as the maintenance and improvement of biodiversity and the reduction of environmental impact. The quality, energy and environmental targets, which are set with deadlines and key figures, are assigned to the responsible functional areas to clarify who is responsible for achieving the targets. Through this process, we ensure that all employees in our company can identify with the objective and know how they can contribute to achieving it.

One of the ten principles of the United Nations Global Compact, which we embrace and support, is the resolute fight against corruption. With its GRI reporting, the OKE Group also fulfils its obligation to disclose any measures that have been taken to prevent corruption in an annual communication on progress.

For further information on the precautionary approach: see GRI 102-15, 102-17, 205, 206.

### **GRI 102-12: External initiatives**

(SDG 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17)

The OKE Group is guided by the principles of the following internal and external initiatives (excerpt).

- UN Sustainable Development Goals (SDGs): OKE supports the 2015 United Nations adopted goals for sustainable development.

- Guiding principles on Business and Human Rights of the United Nations: OKE is committed to the principles of the Universal Declaration of Human Rights and the Guiding Principles for Business and Human Rights of the United Nations.
- International Labour Organization: OKE is committed to the core labour standards of the ILO.
- Global Reporting Initiative (GRI): Since 2020, OKE has been actively following the applicable GRI guidelines in its CR reporting and submits reports in accordance with the GRI standards.

### **GRI 102-13: Memberships in associations and interest groups**

(SDG 16, 17)

- VEA (Verband der Energieabnehmer – Association of Energy Customers), incl. membership of the SME Climate Initiative
- DGQ (Deutsche Gesellschaft für Qualität – German Quality Association)
- Kunststoffnetzwerk Franken (Plastics Network Franconia)
- WEST (Wirtschaftsförderungs- und Entwicklungsgesellschaft Steinfurt mbH – Business Promotion and Development Company Steinfurt mbH), Hörstel site
- Wirtschaftsförderung Region Goslar (Business Promotion Region Goslar) GmbH & Co. KG, Goslar site
- ZIM Netzwerk Umwelt
- Carbon CEV
- BVMW

## **GRI 102: STRATEGY**

### **GRI 102-14: Statement from the senior decision-maker**

See foreword by the owner Thomas Tillner.

### **GRI 102-15: Key impacts, risks and opportunities**

(SDG 7, 12, 13, 14, 15)

A number of non-financial risks are also associated with the CR issues relevant to the OKE Group. These risks can arise from the company's own business activities or from business relationships, both for the company itself and for the corporate environment and its stakeholders.

According to the German CSR Directive Implementation Act, non-financial aspects within which risks may arise are essentially environmental, employee and social concerns, respect for human rights and the fight against corruption and bribery. For these non-financial aspects defined in the German Commercial Code (HGB) – employee and social issues, combatting corruption and bribery, respect for human rights and environmental issues – no significant risks were identified during the reporting process in preparation for this report. In addition, there are risks in the CR topic areas relevant to the OKE Group that are linked to the company's business activities, business relationships and products and services, but which are not very likely to have a serious impact. The following risk assessment focuses on these CR risks.

- CR risks for OKE: these CR risks include increasing business customer requirements from the non-financial range of topics, the non-fulfilment of which can result in potential sales losses. CR issues are increasingly subject to statutory regulations, and failure to comply with these can result in fines combined with a loss of confidence in various stakeholder groups. Disruptions in business processes, such as bottlenecks within the supply chain for paper or energy procurement, can be caused by resource scarcity. In the field of human resources, risks can arise as a result of inadequate working conditions and lead to implications such as declining employee motivation and productivity, inadequate qualification due to lack of further training, increased sick leave or higher staff turnover. Media and socio-political developments, e.g. in the field of press freedom, also harbour potential risks for OKE's business.
- CR risks for the environment: the way in which OKE fulfils its corporate responsibility conversely also has an impact on the surrounding area, the environment and the stakeholders, arising, among other things, from the company's supply chain. Therefore, the design of working conditions directly and indirectly influences the well-being and opportunities of employees and their family environment. Also, through our business activities we interact with local communities and the global society.
- Corruption: corruption can inhibit the economic development, contribute to increasing poverty and reduce equal opportunities. With regard to human rights, our production areas in particular have an impact on maintaining good working conditions with fair pay and an open and pleasant working environment.
- Environment: in the environmental sector, the handling of resources such as granulates influences the development and diversity of ecological systems and therefore future living conditions. The company contributes to global warming through its direct and indirect greenhouse gas emissions. By minimising the use of materials in our products and processes, using recycled materials, conducting practical trials with biopolymers and expanding our company's own renewable energy sources, we are reducing our impact on the environment.

## GRI 102: ETHICS AND INTEGRITY

### GRI 102-16: Values, principles, standards and norms of conduct

(SDG 1, 2, 3, 4, 5, 6, 8, 10)

Our mission statement describes the company's purpose, common goals and core values in eight points.

We like people. Whether customer, supplier, employee or manager: we treat each other with respect and fairness. We speak to each other as equals, remain objective during disputes and know that a friendly handshake can often replace many words.

We respect our employees. In our company, you take centre stage. That's why we make sure you're ok. We keep you informed, are open to your questions and suggestions and trust you.

We like to work. For us, work is financial security. And it is also an opportunity to grow, to learn something new every day and to achieve common goals. We give everyone at OKE these opportunities. Anyone can take advantage of them if they want to.

We provide a service. Our customers are people who entrust us with their orders and pay us. Therefore, we give our best every day for their satisfaction.

We always keep moving. In addition to corporate goals, everyone can also set their own personal goals, which we work together to achieve. We enjoy celebrating joint and personal successes. They motivate us to continue to move forward.

We are open to new things. Every day brings challenges. We are committed to finding solutions with good ideas and are mutually happy when they work. To achieve this, we are also prepared to break new ground.

We demand clear decisions. We would rather risk a wrong decision than do nothing. Each employee has the opportunity to make decisions autonomously in his or her own area and sincerely takes responsibility for the consequences.

We like to live. Besides work, life also consists of family, hobbies, holidays and friends. Work is a part of our lives that brings us joy, money and success. But we know: there is more than that.

In addition to our mission statement, we have introduced the integrated management system to ensure, among other things, that we work in an environmentally friendly and resource-saving manner – not only in production, but in all areas of the company.

For further information on values, see GRI 102-14 or the foreword to this report.

### GRI 102-17: Procedures for consultation and concerns regarding ethics

(SDG 1, 2, 3, 5, 8)

At OKE, all employees, business partners and third parties are always given the opportunity to ask questions, raise concerns about possible misconduct or make suggestions for improving compliance processes through confidential and secure channels (open door policy). Points of contact include the owners themselves, department heads and general managers. We work together with Diakonie Osnabrück as external ombudspersons for personal problems.

For further information regarding compliance: see GRI 205.

## GRI 102: LEADERSHIP

### GRI 102-18: Governance structure

OKE is organised within a holding structure. As the parent company, OKE Group GmbH oversees all subsidiaries. The holding company is supervising central areas such as purchasing, HR, finance, IT and, above all, the strategy and organisation of the Group. The OKE Group is headed by an owner; each subsidiary has its own management. Sustainability and environmental awareness are defined and practised by the senior management of the holding company.

Striving for responsible corporate governance is part of OKE's self-image and an important element of its corporate culture. The German Corporate Governance Code in the version of 7 February 2017 is a recognised standard for good corporate governance. The OKE Group is not required by law to issue a declaration of compliance pursuant to Section 161 of the German Stock Corporation Act. Nevertheless, the recommendations and suggestions of the German Corporate Governance Code are used by the OKE Group for guidance.

### GRI 102-19: Delegation of authority

(SDG 4, 9, 16)

The performance of the tasks for the implementation, further development and improvement of our management system is ensured by the management through the following activities:

- Raising awareness in the organisation on the importance of fulfilling customer requirements as well as legal and regulatory requirements.
- Defining quality, energy and environmental policies, including goals that are in line with the context and the strategic orientation of the organisation.
- The management is responsible for the development of evaluation criteria/key indicators for the quality objectives, which are included in the business plan and monitored.
- Working and planning according to the process-oriented approach and promoting risk-based thinking in order to raise our employees' awareness of the risks involved in the processes.
- Ensuring availability of the required resources.
- Communicating the significance of an effective quality management system to all employees and making them aware of the resulting importance of meeting the requirements.
- Evaluating the efficiency of the product implementation as well as the supporting processes, defining measurable quality, energy and environmental objectives and periodically evaluating the effectiveness and efficiency of the management system (including the product implementation and supporting processes).

Managers from various business units and functions meet regularly under the direction of the owner. Together, they drive the strategic development of CR at OKE and incorporate the perspective of the business units. This involves transparency with re-

gard to relevant CR issues, Group-wide CR objectives, dialogue with relevant stakeholders and forms of cross-divisional coordination and cooperation. Subject-specific objectives and measures on specific CR topics are often developed in cross-divisional working groups and networks.

In line with the decentralised OKE corporate structure that has evolved over decades, the principle of delegating responsibility applies to the implementation of CR in the Group. Since local managers know their businesses and social and ecological environment best, concrete CR measures and projects are being implemented on a decentralised basis. The business sectors and companies have implemented their own structures and processes for this purpose in accordance with local requirements. However, overarching issues are coordinated in the holding company; in particular, the Human Resources and Health Management departments work in close cooperation with specialists and managers on key social issues.

### GRI 102-21: Dialogue with stakeholders on economic, environmental and social issues

(SDG 4, 9)

OKE interacts with its stakeholders in a variety of ways. Defined communication channels and means for both internal and external contact between the various stakeholders are an important factor here. In this way, we increase transparency and create a level of acceptance that often determines successful cooperation. A communication strategy consisting of comprehensive information and feedback opportunities is therefore a significant contributing factor to the company's success.

Expectations placed on the OKE Group vary depending on the stakeholder group. Based on these identified expectations, risks can subsequently be better understood and counteracted. In coordination with the responsible persons, binding commitments are determined with the respective area. Laws and regulations are often important here, but employee and customer satisfaction as well as the management or the shareholder also play an important role. In order to continuously improve the dialogue with its stakeholders, the OKE Group regularly reviews and updates its procedures and processes.

### GRI 102-22: Composition of the highest supervisory body and its committees

Since the OKE Group is owner-managed, it is subject to the highest level of control. At regular intervals, all managing directors are convened to share internal and external developments and to consult with each other and the owners. Below this committee, there are regular management discussions and divisional meetings of the same departments from different OKE companies.

### GRI 102-23: Chairman of the highest supervisory body

The owner is the chairman of the highest superviso-



ry body.

### **GRI 102–31: Review of economic, environmental and social topics** (SDG 8)

Our company has established and implemented appropriate procedures to measure, analyse and improve our management system. We thus monitor the conformity of this implementation with the specifications in our documented IM system, the process descriptions, the legal regulations and the quality and environmental specifications for our products and services.

Customer satisfaction is the top priority of our company's quality policy and is measured on a regular basis. The internal audits, which are carried out on a cyclical basis, serve to assess and improve the management system continuously. All measurements, analyses and improvements are carefully planned before implementation. Planning involves identifying needs and efficiently collecting the necessary data. It includes the selection of evaluation methods and statistical procedures. To further safeguard our system, we conduct regular customer satisfaction assessments. Our company also regularly plans and conducts internal audits. The audits are an important part of our efforts to identify potential for improvement in our company. The process and responsibility for planning and conducting internal audits are regulated in a procedural instruction. The scope, criteria, frequency and methodology of audits are documented and distributed in an annual audit plan. The results of the internal audits conducted by independent and objective auditors are presented for evaluation to the departments concerned and to the management. If necessary, corrective measures are defined and initiated within this framework, which are then implemented immediately by the departments. Monitoring, verification and documented information on the follow-up of the audits is ensured by appropriate procedures.

### **GRI 102–32: Role of the highest supervisory body in sustainability reporting** (SDG 16)

The management holistically assesses our IM system periodically, at least once a year, to ensure its continued suitability, adequacy and effectiveness. The assessment is based on the evaluation of process indicators, customer satisfaction, quality, energy and environmental targets as well as internal and external defect costs. The assessment identifies opportunities for improvement and the need for change with respect to our system, including the quality and environmental policies and objectives.

### **102–33: Transmission of critical concerns** (SDG 16)

Continuous improvement: our company has established appropriate procedures for the continuous improvement of our management system. Our quality, energy and environmental policy and objectives, the results of audits and management reviews, as well as data analysis, corrective and preventive

actions, form the basis for planning and implementing all improvement measures.

Continuous improvement of the organisation: the structured approach to these measures is specified in our improvement process. We thus ensure that the improvement measures for all processes run systematically.

Production process improvement: once our production processes are stable (proficient and mastered), continuous improvement begins in terms of guiding and reducing the diversification in product characteristics and production process parameters.

## **GRI 102: STAKEHOLDER INVOLVEMENT**

### **GRI 102–40: List of stakeholder groups**

Through its business and other activities, OKE is in direct contact with a large number of people inside and outside the company: employees and their representatives, customers and suppliers, journalists, investors, as well as political decision makers and representatives of government agencies, associations and non-governmental organisations.

### **GRI 102–41: Collective agreements** (SDG 8, 10)

The Code of Conduct and the Supplier Code of Conduct affirm the right to freedom of association and collective bargaining in accordance with applicable rights and regulations for both employees of the OKE Group and employees of business partners.

### **GRI 102–42: Identification and selection of stakeholders**

As a priority, OKE pursues dialogue with all stakeholders who have a strong influence on the economic, social or ecological performance of the company or on the regulatory framework for this. Likewise, OKE interacts with stakeholders who are significantly affected by its economic, social or environmental performance.

### **GRI 102–43: Approach to stakeholder involvement** (SDG 4, 8, 16)

In its day-to-day business, the company maintains an active exchange with customers, suppliers and other service providers through its key account managers, sales units, developers and buyers, PR staff and reception. In addition to daily information and press activities and a wide range of events at various locations, the company's key figures are published in the Federal Gazette.

In addition, a structured survey of customers is conducted approximately every four years. Every two years, online and analogue employee surveys are carried out, and OKE aims to make contact with the next generation through its presence at various career and training fairs, among other things. Every year, high school students are invited to visit the various sites on Girls and Boys Day. Students and trainees at OKE meet four times a year, including across sites.

With regard to the Group's internal stakeholder dialogue on corporate responsibility, the company

identifies relevant stakeholder groups – for example, for participation in the identification of Group-wide CR focus topics – according to the criteria of balance and diversity: representatives from the management level, the departments and the operating business are involved, as are employee representatives. Attention is paid to diversity in terms of management level, internationality, age and gender.

For more information on the wide range of dialogue formats that the company maintains for regular exchange with its employees and its representatives, see GRI 103-1, 103-2, 103-3.

#### **GRI 102-44: Important issues and concerns raised**

The following topics were identified in various committees as being particularly important for OKE:

- Integrity and compliance: promoting behaviour that is consistent with the values and principles of the eight guiding principles, as well as the establishment of trust-based relationships with all employees, customers, business partners and government authorities that rely on OKE as a law-abiding partner.
- Antitrust compliance: promoting fair competition and preventing anti-competitive behaviour.
- Data protection and data security: guaranteeing the safe and lawful handling of confidential, personal data in accordance with the GDPR.
- Diversity: recruitment and permanent employment of a diverse workforce, ensuring equal opportunities for all; establishing an inclusive corporate culture and appreciation of different perspectives as a basis for creativity and innovation.
- Fair working conditions: ensuring suitable working conditions for employees, including job security, protecting the privacy of employees, fair pay and promotion opportunities. OKE Plus with various, mostly free offers for all employees.
- Resources: where possible, using recycled material and recyclable materials, conscious use of resources, also through the energy audit.
- Learning: promoting further education and training measures in order to overcome major entrepreneurial challenges with well-trained employees; strengthening the innovation capacity of employees.
- Employee participation: involving employees through employee representatives, employee surveys, employee appraisal interviews and company suggestion schemes.
- Health: creating a safe, secure and healthy working environment for all employees and promoting active prevention through exercise and nutritional programmes.
- Anti-corruption and bribery: the commitment to and safeguarding of processes to ensure the prevention of corruption in any form.

## **GRI 102: REPORTING PROCEDURE**

#### **GRI 102-45: Entities included in the consolidated financial statements**

All subsidiaries have been included in this report. Deviations from the scope of this report are indicated

in the text.

#### **GRI 102-48: Restatement of information**

For environmental data collection: see GRI 300.

#### **GRI 102-49: Change in reporting**

None.

#### **GRI 102-50: Reporting period**

The reporting period covers the 2023/2024 fiscal year.

#### **GRI 102-51: Date of last report**

The August 2020 CR Report is the first of its kind. From then on, it was continuously updated the OKE.DE website.

#### **GRI 102-52: Reporting cycle**

Ongoing.

#### **GRI 102-53: Contact for questions regarding the report**

OKE Group GmbH  
Andrea Kreling  
Authorised signatory  
Tel: +49 5459 914-0  
andrea.kreling@oke.de

#### **GRI 102-54: Declaration on reporting in accordance with the GRI standards**

This report has been prepared in accordance with the GRI Standards (Core option).

#### **GRI 102-55: GRI Content Index**

This GRI Report includes the GRI Content Index.

#### **GRI 102-56: External audit**

The economic indicators in this GRI report are taken from the 2022/2023 Annual Report, which was audited by the auditing company PKF WMS Bruns-Coppenrath & Partner mbB.

## **GRI 103: MANAGEMENT APPROACH**

#### **GRI 103-1, 103-2, 103-3:**

(SDG 1, 2, 3, 4, 5, 8, 17)

1,850 people at eleven locations are dedicated to the success, growth and continuous development of OKE every day. For generations, the company has attached particular importance to responsibility for its employees. OKE aims to create a working environment based on a spirit of partnership for all employees. This aspiration is anchored in the core values of the corporate culture: the mission statement 'We pay attention'.

For OKE, employees are the central success factor because they develop new ideas and proposals every day. For all employees to be creative, innovative and successful, the company must create conditions that motivate them. In particular, these include freedom, trust and respect.

In order to be an attractive employer for a diverse workforce, to retain employees in the long term and

to remain competitive, OKE promotes the development of its employees and creates the prerequisites for creativity and entrepreneurship in a healthy working environment under fair working conditions. This ambition applies to OKE all over the world and must be met under very different social, economic, regulatory and cultural conditions.

In addition, all generations are increasingly focusing on meaningful work with their employer. If you want to attract the best, you have to satisfy this expectation of an overriding corporate sense of purpose, because only employees who identify with the company, its values and its strategic goals actively promote their implementation and ensure that the company achieves its goals. This is all the more true in times of change.

OKE wants to provide its employees with fair working conditions. In addition to the protection of human and personal rights, key topics of fair work at OKE include, in particular, cooperation with employees and their representatives in a spirit of partnership and trust, a high level of job security, material justice, flexible forms of work and the fair treatment of freelance and external employees. With OKE Plus, we offer a comprehensive programme to promote the health of all employees, provide them with further training and also support them in their private lives. This includes healthy cuisine in employee restaurants and bistros, childcare, support for caring for (elderly) relatives, the provision of vehicles for car-pooling, and much more.

The Human Resources department manages central human resources in the interests of the Group as a whole. Its main responsibilities include the development of the strategic HR agenda for the entire Group, the further development of operating partnerships, the alignment of management development with the strategic direction, the management of staffing and remuneration processes for key positions and the standardisation and IT support of key HR processes.

Exchange also plays an important role in human resources work at OKE:

- The HR Committee shapes the basic aspects of human resources work in the interest of the OKE Group. Members are the HR management, the HR managers of the Corporate Divisions and holders of management positions in the central HR department.
- The HR Country Coordination Meetings serve as interdepartmental coordination within a region and ensure the implementation of company-wide further HR initiatives.
- The Nomination and Compensation Committees of the Corporate Divisions and the Corporate Centre decide on the implementation of the remuneration and staffing policy in their area of responsibility.

Responsibility for ensuring fair working conditions is decentralised to the local management of the

companies. OKE sets framework conditions across all areas in order to be able to fulfil this responsibility. Collective regulations (e.g. works agreements) and topic-specific Executive Board policies, such as those on remuneration and the use of external personnel, also guide our actions in this regard. In addition, various committees deal with topics such as partnership culture and fair working conditions.

Furthermore, there are external regulations such as the ILO standards, the OECD Guidelines for Multinational Enterprises and the company's voluntary commitment to the UN Global Compact (see GRI 102-12, 102-16).

At OKE, remuneration issues are an essential part of the topic of 'fair working conditions'. The principle is to establish consistent and transparent remuneration structures in the Group. The remuneration system is designed to ensure that remuneration is in line with the market, functions and performance, taking into account business-specific characteristics.

Participation in decision-making processes and the guarantee of the greatest possible freedom contribute significantly to employee loyalty and satisfaction. This also includes offering employees flexible working arrangements in terms of time and place to support them in balancing their professional lives and private interests. Result-oriented instead of attendance-oriented working time models as well as trust-based working time are now widespread.

The flexibility requirements of a rapidly changing working world also mean that knowledge and expertise have to be bought in from outside if customers' needs are to be met satisfactorily during peak periods. To do this, the company makes use of recruitment agencies and, in addition to permanent employees, also employs external staff where the specific nature of the tasks allows and requires this. OKE defines external employees as persons who work for the company as self-employed persons, for service providers and consultants, or are employed as temporary workers by a Group company on the basis of staff leasing. The use and employment of external staff must be in accordance with the company's values. The Board's policy on the use of external staff prescribes standard processes to ensure compliance with legal requirements. This is supplemented by the Supplier Code of Conduct and our mission statement, which also obliges service providers to comply (see GRI 102-16).

## **GRI 200: ECONOMY**

### **GRI 202: MARKET PRESENCE**

**GRI 202-2: Percentage of senior managers recruited from the local community.**  
(SDG 9)

We promote both the hiring of local employees and their international deployment at all hierarchi-



cal levels. We do not record the proportion of local managers as this is not relevant for the strategic personnel management of our company.

## GRI 203: INDIRECT ECONOMIC EFFECTS

### GRI 203-1: Infrastructure investments and subsidised services

(SDG 1, 2, 3, 4, 6)

The OKE Group considers itself a Good Corporate Citizen, assuming responsibility within its means wherever it is commercially active and where help is needed. It is particularly committed to helping children and young people and advocates a healthy lifestyle.

In addition to the OKE Plus employee programme, we support both destitute children in Burkina Faso with their training in technical professions and, by way of contrast, measures to improve water and sanitation.

For further information: see GRI 413.

### GRI 203-2: Significant indirect economic impacts (SDG 9)

The OKE Group has a total of around 1,850 employees both nationally and internationally. By opening new locations, the communities benefit from infrastructure investments, taxes and duties, as well as from the many social actions of employees and their families. OKE is therefore a driving force behind the development and promotion of the regions in which we maintain sites.

## GRI 204: PROCUREMENT

(SDG 8, 12, 17)

Sustainable production is one of OKE's main strategic goals. We are therefore striving to improve the products and services we offer in social and environmental terms and to positively influence value chains as a whole. In this way, OKE contributes to the protection and sustainable use of natural resources.

To achieve this goal, OKE works closely with suppliers and continuously develops the environmental and social requirements for its product range. Therefore, sustainability is gradually becoming an increasingly important decision-making criterion in the purchasing process, alongside quality, logistics and price. The expansion of more sustainable product ranges must be in line with customer demand. The focus of the OKE Group's activities is on its own products, where it has a great deal of control in the design and choice of materials.

For further information: see GRI 308.

## GRI 205: FIGHT AGAINST CORRUPTION

### GRI 205-1, 205-2, 205-3:

(SDG 9)

Corruption and bribery hinder economic development, deter investors and contribute to the continued existence of poverty in many countries. For this reason, many countries have tightened their

anti-corruption laws in recent years. In the event of violations, managers and employees, as well as OKE itself, may face significant criminal and civil consequences, such as imprisonment or fines, forfeiture of profits, exclusion from bidding processes or loss of permits. Business customers are also increasingly demanding proof of effective anti-corruption compliance as a prerequisite for cooperation. Responsible corporate governance must therefore also include corruption prevention measures.

For OKE, compliance with all applicable national and international anti-corruption regulations is a matter of course. Corruption, bribery and venality as well as conduct that could damage the company's assets or the assets of business partners or third parties are strictly prohibited in any form.

In addition to instructions for dealing with public officials and guidelines for granting or accepting benefits in the context of business relationships, we establish appropriate processes for dealing with third parties and outline reporting channels for suspected violations or requests for advice, as well as other measures for prevention and control. To prevent violations of law, regulations and company policies, all operating sites are audited and employees responsible for compliance are trained. For further information on the prevention of corruption and operational reporting, see GRI 103-1, 103-2, 103-3.

## GRI 206: ANTI-COMPETITIVE BEHAVIOUR

To date, there have not been any legal proceedings in the OKE Group due to anti-competitive behaviour or cartel and monopoly formation. We distance ourselves from anticompetitive behaviour.

## GRI 300: ECOLOGY

### GRI 301: MATERIALS

#### GRI 301-1: Materials used by weight or volume

(SDG 8, 12, 13)

For a plastics processing company, granulates are the essential resource. We minimise our consumption of materials by using our customers' reusable containers, digitising our business processes and developing products that focus on material savings.

#### GRI 301-2: Recycled source materials used

(SDG 12, 13)

In principle, our products are disposable and cannot be used again in another product – but they are largely recyclable. In order to make the consumption of plastic granulate, defined as an essential resource, more environmentally friendly in the long term, OKE is dedicated to promoting the use of recycled materials.

As an essential part of our sustainability strategy, we use reusable containers and pallets for our packaging materials. Where this is not possible, we prefer to use recycled paper (with or without the

Blue Angel eco-label) and paper from sustainable forestry certified by the Forest Stewardship Council® (FSC®) or the Programme for the Endorsement of Forest Certification Schemes (PEFC™).

## GRI 302: ENERGY

### GRI 302-1: Energy consumption within the organisation

(SDG 7, 13)

For our energy audit according to ISO 50001, we determine the energy quotient for all German sites from the consumption of electricity in kWh per 100 kg of raw material consumed.

Since 2010, we have been using electricity from our own renewable sources. On our company roofs, our own photovoltaic panels produce 1,250,000 kilowatt hours of electricity per year. We currently cover 13 percent of our energy needs in Hörstel with it. Within the next twelve months, we will massively increase this share by expanding and using renewable energy sources.

### GRI 302-2: Energy consumption outside the organisation

It is not only since the COVID-19 pandemic that video conferencing has been used where possible instead of business travel. Vehicles will be made available for employee car pools. The conversion to electromobility is being accelerated, including a sufficient number of charging stations in the car parks. In addition, the use of public transport for work-related journeys is supported and the OKE Group offers subsidised bicycle leasing to all employees.

### GRI 302-3: Energy intensity

(SDG 7, 13)

The reduction of energy intensity, meaning the total energy consumption reported in megawatt hours in relation to the turnover reported in the consolidated financial statements expressed in millions of euros, is the main goal of our energy management system, which we are working on continuously.

### GRI 302-4: Reduction of energy consumption

(SDG 7, 12, 13)

All German locations of the OKE Group use concrete project plans within the framework of energy management according to ISO 50001, which are dealing with the implementation of savings potentials.

## GRI 303: WATER

### GRI 303-5: Water consumption

(SDG 12, 13)

Reducing water consumption is a goal of our sustainability strategy. Filtering and reusing the water applied in essential production areas contributes to its economical use.

## GRI 304: BIODIVERSITY

### GRI 304-1, 304-2, 304-3, 304-4:

(SDG 12, 13, 14)

The OKE Group does not operate or manage sites located or managed in protected areas and/or in areas of high biodiversity value outside protected areas. Furthermore, OKE's operations do not directly affect habitats of species on the IUCN Red List and national lists.

We are committed to the conservation and protection of natural ecosystems and support the goals of the UN Convention on Biological Diversity. OKE is also devoted to integrating the protection and sustainable use of biodiversity into its corporate sustainability management.

## GRI 305: EMISSIONS

(SDG 13)

We are aware of our responsibility for the climate: a large part of the global CO<sub>2</sub> emissions is generated during the manufacturing of products and the logistical processes involved. Therefore, the saving of energy and the avoidance of climate-damaging emissions are of great importance to the OKE Group, and its significance continues to increase against the background of rising energy prices. OKE's particular challenge for the future is to reduce energy consumption while meeting increasing demands for just-in-time delivery and global availability, which require more transport operations.

## GRI 306: WASTE WATER AND WASTE

(SDG 12, 13)

On the one hand, we want to limit the loss of raw materials and, on the other, minimise the environmental impact of our waste disposal. That is why we have set ourselves the goal of reducing environmental impacts caused by our waste disposal by 5 percent until 2025 (compared to 2016).

As a matter of principle, we try to avoid waste – for example, by developing new production methods and optimising existing processes. Since this is not always feasible, we strive to recycle the resulting waste as much as possible, either as materials or as energy. We support the circular economy approach and enable the recycling of raw materials through waste separation. In particular, the recyclable materials generated in production are collected according to type and can therefore be optimally fed into the permissible mechanical recycling process. For this purpose, we operate our own regranulation facilities.

Here we dispose of waste that cannot be recycled in an environmentally friendly manner and in accordance with the highest disposal standards. In doing so, we comply with local legal requirements and the available disposal options. As a waste producer, we are responsible for our waste until final disposal. For this reason, we select our service pro-

viders with the utmost care and contractually stipulate any disposal conditions. Each of our service providers must be able to prove that they dispose of our waste properly. We use random audits to check that our waste is disposed of properly – especially if it is hazardous waste.

## **GRI 308: ENVIRONMENTAL ASSESSMENT OF SUPPLIERS**

### **GRI 308-1: New suppliers assessed against environmental criteria** (SDG 7, 13)

The OKE Group sources products and product components from home and abroad. In order to minimise the ecological impact along the supply chains, we observe adherence to environmental standards when selecting suppliers and business partners and we cooperate with them aiming at making the supply chains more transparent and more ecologically sound from purchasing to distribution. The set target in the area of resource conservation is the protection of natural resources and the preservation of biodiversity along the supply chain. To this end, the focal topics of circular economy, biodiversity and water have been defined and are being worked on in a targeted manner. In terms of content, the area of activity is determined with the assistance of the higher-level quality management, which defines the principles and instruments for implementing the measures.

Our core values apply to our own business processes as well as to our business partners and suppliers. In the event of intentional gross disregard of our values, the OKE Group reserves the right to impose sanctions.

### **GRI 308-2: Negative environmental impacts in the supply chain and measures taken** (SDG 9)

As a matter of principle, we are expecting every supplier to provide us with information about the main production facility to be used before we conclude the contract/purchase, and we will verify the auditing process of the production facility. Part of the audit relates to negative environmental impacts. The audit rate provides information on the coverage of audited production sites in risk countries. We ensure our suppliers' compliance with ecological standards through contractual obligations, such as proof of certain certifications. Compliance is the responsibility of our suppliers.

## **GRI 400: SOCIAL**

## **GRI 401: EMPLOYMENT**

### **GRI 401-1: Newly hired employees and employee turnover**

In the 2023 period (01.02.2023 to 31.12.2023), OKE hired a total of 153 new colleagues at its German locations. 78 percent of new hires are male and 22 percent are female. Most new hires were in the 20 to 25 age group. Eight new employees were recruited

in the highest age group of 60 and over.

We registered a total of 219 employee departures at all German sites. 76 percent of employees who left the company were male and 24 percent were female. Most of the employees who left were between 25 and 30 years old. In percentage terms, 18 percent of employee departures were in this age group. In the 60 and over group, only two employees left.

### **401-2: Company benefits that are offered only to full-time employees, but not to temporary or part-time employees** (SDG 3)

All permanent employees (full- and part-time) at the German locations of the OKE Group receive a medical check-up through an in-house health management system and a company doctor. In addition, we offer these employees disability and invalidity insurance as well as a company pension plan. Benefits such as OKE Plus, bicycle leasing and capital-forming benefits are also offered to all permanent employees and exclusively to them, as such contracts have a term of at least three years.

### **401-3: Parental leave** (SDG 5)

A total of 21 male and 11 female employees at all German sites were entitled to parental leave in the reporting period and made use of it. All male and five female employees returned to work during the reporting period. Twelve months after returning to work, all the men and four women were still employed at OKE. The overall return rate of employees taking parental leave at OKE is 96.87 percent.

## **GRI 403: OCCUPATIONAL HEALTH AND SAFETY**

### **GRI 403-1: Occupational health and safety management system** (SDG 3, 8)

The OKE Group assumes responsibility for the health and safety of all its employees. That is why there are extensive measures to protect them from work-, age- and everyday-related illnesses and accidents:

- A safe workplace is essential for this. One of our Group-wide goals is therefore to further strengthen our safety culture. In order to minimise or eliminate any risks to the safety of our employees before a new system is commissioned, we carry out risk assessments globally.
- In addition to accident prevention, stress prevention, nutrition and exercise are part of the health management programme of the OKE Group. On the one hand, we are focussing on preventive measures that can be easily integrated into daily work routine. These are important in order to prevent short- or long-term health problems for company employees.
- In addition, we are further expanding our occupational health management (BGM) as part of our corporate and leadership culture and as a building block of OKE Plus at our national and international locations. These include exercise programmes with



the appropriate personnel and specially equipped premises and sports equipment.

The Health and Safety Committee is jointly responsible for occupational safety and health protection. The committee meets every three months with one representative from each site, the company doctor, safety officers, our health management team, an external occupational safety officer and a representative of the works council. The minutes of the committee meeting are prepared by the external person and sent to each participant so they can follow up on adopted actions and measures.

#### **GRI 403-2: Hazard identification, risk assessment and incident investigation**

To check the effectiveness of our health management and identify potential for improvement, we use a key figure management system: each site is required to report relevant accidents immediately. These are investigated and evaluated centrally. If necessary, supplementary safety measures are initiated. In addition, in our employee survey every two years, we ask questions about the health management offers and identify employees' wishes and requirements for prevention and aftercare. For the OKE Group service is oriented to the needs of the personnel.

There is an important indicator for the success of our occupational safety measures: the Lost Time Injury Rate (LTIR). It measures accidents worldwide with at least one lost workday per one million working hours. For years, this ratio has been far lower than average in the OKE Group.

#### **GRI 403-3: Occupational health services (SDG 3)**

Occupational health services in the OKE Group include regular risk assessments, compliance with the Maternity Protection Act and medical check-ups for employees by external company doctors. These are

- G35 (Trips to the tropics)
- G37 (Workstation)
- G41 (Work involving a risk of falling)
- G45 (Working with the solvent styrene)

Health management monitors the quality of the examinations and compliance with the screening appointments of the persons concerned. The personal health data of employees collected in the process and their use of occupational health services is strictly anonymous and will not be used for any favourable or disadvantageous treatment of employees. The results of the examinations are only given to the employee in person. In the event of health restrictions that affect the employee's work, the employee has the option of starting medical treatment after consultation with the company doctor and in compliance with medical confidentiality.

#### **GRI 403-5: Employee training on occupational health and safety**

(SDG 3)

- Annual safety briefings
- Operating instructions for all machines

- Training records of the operating instructions
- Test alarms and evacuation exercises

#### **403-6: Promoting employee health (SDG 3)**

Promoting the health of all OKE employees is firmly anchored in the key guiding principle 'We take care' and is practised as a philosophy, but also supported physically with facilities, staff and equipment at the sites.

For more information on promoting employee health: see GRI 403-1, GRI 102-16.

### **GRI 404: TRAINING AND DEVELOPMENT**

#### **GRI 404-1: Average number of hours for training and development per year and employee (SDG 4)**

In total, there were 539 training courses held by the OKE Company Academy at all German locations during the reporting period. In addition, 116 in-house training courses were held. A total of 49 external and 25 internal training courses were held additionally for employees at the Hörstel headquarters.

#### **404-2: Employee skills improvement and transition assistance programmes (SDG 4, 5, 10)**

The OKE Group runs a comprehensive programme at its German sites to improve the skills of its employees. Examples include professional, social, management, digital and health competence. Some language courses are also offered.

Anyone can participate in these programmes. Every employee can complete two seminars per year during working hours. In addition, some employees receive additional support through external training. This involves an individual assessment of what specific skills the person needs for their role.

To improve competences in the health management area, four health managers are available in the company for all German sites. In addition, extensive health improvement courses are offered (for example, back and spine exercises, giving up smoking programmes, nutrition courses, personal training, etc.).

In the event of retirement and extended parental leave, there is an early induction of the succeeding employee for the replacement period in accordance with an induction plan. This takes place individually in the respective department and is supplemented by attending external training courses if necessary. A transitional assistance programme is not provided.

#### **404-3: Percentage of employees receiving regular performance and career development reviews (SDG 3, 4, 5, 10)**

All employees (100 percent) in the entire OKE Group hold an annual appraisal with their supervisor. This takes place at the beginning of the year and is documented by the respective supervisor. The performance appraisal including target agreement

is forwarded to OKE's HR Department and archived there.

## **GRI 405: DIVERSITY AND EQUAL OPPORTUNITIES**

### **GRI 405-1: Diversity of supervisory bodies and employees**

(SDG 5, 10)

The supervisory bodies of the OKE Germany Group are the executives:

- 75 percent are male
- 25 percent are female
- 21 percent are in the under-30 age group.
- 50 percent are in the 30-50 age group
- 29 percent are in the over-50 age group

### **GRI 405-2: Ratio of basic salary and remuneration for women and men**

(SDG 5, 10)

All employees are remunerated regardless of age or gender. The remuneration system corresponds to a job description that is linked to structured, performance-related remuneration.

## **GRI 406: NON-DISCRIMINATION**

### **GRI 406-1: Incidents of discrimination and actions taken**

(SDG 5, 10)

There are no known cases of discrimination. Nevertheless, there are central entities in the OKE Group for reporting such cases. Firstly, these are the direct superiors of the employee concerned, the local HR departments and "Diakonie Osnabrück" as an external, independent consultant.

## **GRI 407: FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING**

### **407-1: Operating sites and suppliers where the right to freedom of association and collective bargaining may be threatened**

(SDG 10)

There is trustful cooperation across all levels and an open-door policy is practised. Some employees are union members but are not obliged to disclose any union membership to their employer. Likewise, questions from the employer are inadmissible under this provision. Therefore, the number is not known.

Insofar as the employer is bound by a collective agreement, the OKE Group undertakes in the employment contract to treat its employees as though the respective collective agreement were applicable – irrespective of membership in a trade union.

The right to freedom of association and collective bargaining exists at all sites worldwide.

## **GRI 408: CHILD LABOUR**

### **408-1: Operating sites and suppliers with significant risk of child labour**

(SDG 8)

We strictly reject child and forced labour, and we expect the same from our business partners. The OKE Group's sites in Europe and Brazil source their raw materials from suppliers within the European Community. All standards and legal requirements are adhered to here, so that there is no risk of occurrence of any child labour.

The China site receives its raw material mainly from China and / or Europe. The Chinese suppliers are for the most part state-owned companies. The other suppliers are known and audited accordingly by OKE, so that child labour does not stand a chance here either.

For further information: see GRI 409.

## **GRI 409: FORCED OR COMPULSORY LABOUR**

### **GRI 409-1: Operating sites and suppliers with significant risk of forced or compulsory labour**

(SDG 1, 8)

The OKE Group's sites in Europe and Brazil source their raw materials from suppliers within the European Community. All standards and legal requirements are complied with here, so there is no risk of forced or compulsory labour.

The China site receives its raw material mainly from China and / or Europe. The Chinese suppliers are for the most part state-owned companies. The other suppliers are known and are audited accordingly by OKE, so that forced or compulsory labour cannot take place here either.

For further information: see GRI 408.

## **GRI 410: SAFETY PRACTICES**

### **GRI 410-1: Security personnel trained in human rights policies and procedures.**

(SDG 8, 10)

At OKE Group, security personnel trained in human rights policies and procedures are not required and are therefore not employed.

## **GRI 411: RIGHTS OF INDIGENOUS PEOPLES**

### **GRI 411-1: Incidents in which rights of indigenous peoples were violated**

(SDG 10)

Both in our supply chain and at our own industrial premises, we operate in countries with indigenous populations. Throughout the OKE Group, there have been no incidents in which the rights of indigenous peoples have been violated. At our site in Brazil, which primarily interacts with members of indigenous peoples, we treat all employees in line with our Code of Conduct and in accordance with GRI 405 and 406 .

## GRI 413: LOCAL COMMUNITIES

### 413-1: Business locations with local community involvement, impact assessments and support programmes.

(SDG 11, 12, 16, 17)

We want to make an important contribution to society. Specifically, we are involved in three areas.

1. Through donations and sponsorship, we support local and international projects, especially those that help economically and socially disadvantaged children.
2. As a regional employer and taxpayer, we make a very direct contribution to society.
3. We are committed to greater sustainability and the resource-saving production of our products.

The following regional and national institutions and associations are actively supported by the OKE Group:

- Berufskolleg Rheine
- Wirtschaftsförderungs- und Entwicklungsgesellschaft Steinfurt mbH (WEST)
- Josef Schule Mettingen
- Berufsbildende Schulen Lingen, Specialisation Economy
- Münsterland e. V.
- Hörsteler Sportclub e. V.
- Private Bischöfliche Fürstenberg-Realschule Recke
- Hübertsche Schule Hopsten
- Harkenberg Gesamtschule Hörstel
- Stadtmarketing Hörstel UG
- WBA Aachener Werkzeugbau Akademie GmbH
- Wirtschaftsförderung Kreis Minden
- Outfit Lübbecke
- Münsterland e. V.
- Kardinal-von-Galen-Gesamtschule Nordwalde
- Technische Schulen Steinfurt
- Wirtschaftsförderung Region Goslar (Business Promotion Region Goslar) GmbH & Co. KG
- Kunststoff-Institut Lüdenscheid
- Südwestfalen Agentur GmbH
- Kompetenzzentrum Technik-Diversity-Chancengleichheit

## GRI 416: CUSTOMER HEALTH AND SAFETY

### 416-1: Assessing the health and safety impacts of different categories of products and services.

(SDG 3)

The safety of the products and the health of its customers have a high priority for the OKE Group. We ensure the quality and safety of our products through a comprehensive, cross-stage quality management system along the entire value chain. It includes preventive measures, such as systematic issue monitoring, stock and market controls and supplier audits. An established system of key performance indicators makes compliance with statutory and internal quality requirements measurable and transparent.

## GRI 417: MARKETING AND LABELLING

### 417-1: Requirements for the product and service information and labelling

(SDG 4, 6, 7, 9, 12, 13)

The OKE Group has the highest quality standards, so the topic of product safety is also of enormous importance to us and our customers. We comply with legal requirements and go even further with our own voluntary commitment and internal standards in various areas. In general, we focus on consistent quality assurance along the entire value chain – from procurement to distribution. We guarantee this, among other things, through

- state-of-the-art technical equipment,
- the continuous further training of our (production) employees. This constantly expanding know-how is always passed on to our customers.

In accordance with the standards set by OKE and its customers, all of the Group's products are manufactured under the principle of being ethical and posing no health risks. OKE therefore attaches great importance to the prevention of health hazards during the production process. Prescribed legal limits are adhered to and, if possible, kept below threshold level. All suppliers are also obliged to refrain from using hazardous substances in the production of materials in accordance with legal requirements.

All OKE products have the required information and labelling. Each item is provided with a production label indicating its properties. Our customers can track this via bar code. In addition, the label shows the production date, batch number, type of quality assurance control and the name of the machine operator. Additionally, each item has a VDA label.

In addition to the statutory mandatory information, the OKE Group identifies sustainability aspects in its products and provides more detailed information on the origin and composition of many products. OKE also passes on all information about the products to its customers in the form of PPAPs, material data sheets or user catalogues.

At OKE, the safety-related parts of finished products are tested in full. Due to the care taken along the supply chain, irregularities in the products are largely ruled out. Thus, OKE fulfils all legal requirements for product labelling.

In the reporting year, there were no customer complaints or penalties due to incorrect labelling. However, our goal goes beyond the legal requirements. All areas of the company are subject to continuous process optimisation (CIP). We are working on eco-designs for our products – so-called green products – in order to achieve the greatest possible benefit for all stakeholders involved by using the available resources intelligently with minimal environmental impact and under socially fair conditions. In practical terms, this means, for example, reducing the rejection rate even further, reducing the amount of material used in production and working on a sus-



tainable closed-loop economy (cradle-to-cradle). In this context, material health, recyclability, the use of renewable energies, the responsible use of water and the fair distribution of resources must be taken into account.

the requesting body – data subject or supervisory authority – will be informed of the results and any measures taken.

(As of: 02/2024)

### **GRI 417-3: Violations related to marketing and communication**

(SDG 10)

We strictly comply with all regulations regarding the marketing of our products. This includes the protection of trademark and patent rights, the protection of customer data and the observance of licenses.

Our internal policies regarding marketing and advertising state that we will always act lawfully and according to the highest ethical standards. Therefore, no violations related to marketing and communication occurred during the reporting period.

## **GRI 418: PROTECTION OF CUSTOMER DATA**

### **GRI 418-1: Substantiated complaints regarding breaches of customer privacy and loss of customer data**

(SDG 10)

The OKE Group treats personal data confidentially as a matter of principle. We fulfil the protection of this data in accordance with the applicable legal requirements. OKE attaches particular importance to this – also against the background of the increasing online offerings of its retail brands.

Every inquiry sent to the company by customers or supervisory authorities that relates to data protection is documented, reviewed and processed. Internally and externally appointed data protection officers (DPOs) work to ensure that personal data and processing programmes used are handled in compliance with the law. They also support the further development of company-specific data protection and data security measures and advise the organisational units and specialist departments. The data protection officers report directly to the management of the companies.

As a result of the EU Data Protection Regulation 2016 coming into force and its implementation by 25 May 2018, new requirements have arisen for us, such as the adaptation of existing guidelines, the structural and procedural organisation, training documents and document templates. Also to be mentioned in this context are enhanced documentation and information obligations, the data protection impact assessment and the right of data subjects to information, correction, deletion and data portability. OKE companies have prepared for the EU Data Protection Regulation with external support and carried out implementation activities on time.

There were no complaints of data privacy violations in the reporting year. There were no data leaks, cases of data theft or data loss. If incidents occur in the future, they will be analysed in accordance with our predefined process, adjusted if necessary, and

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