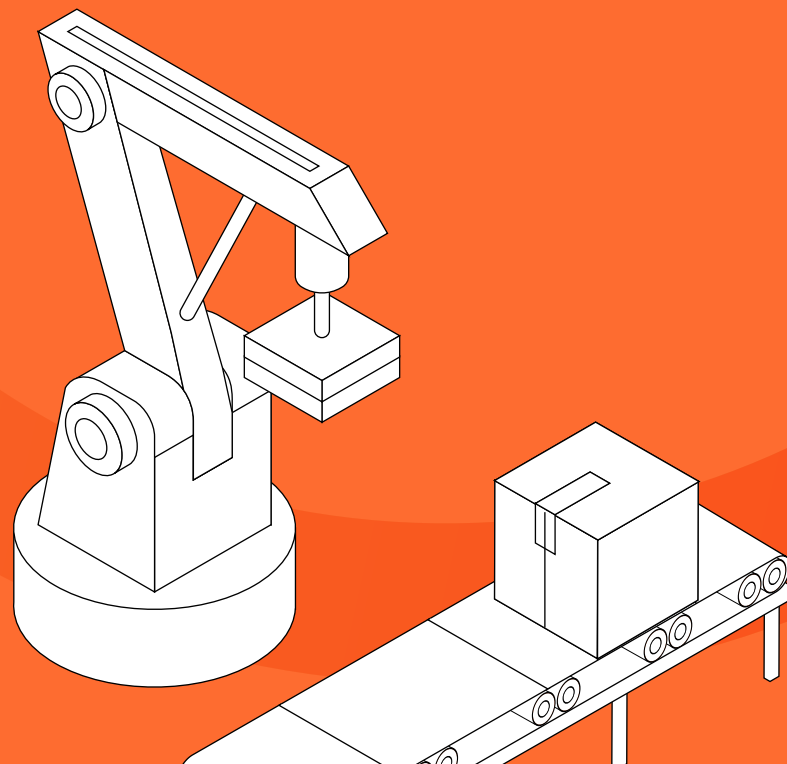
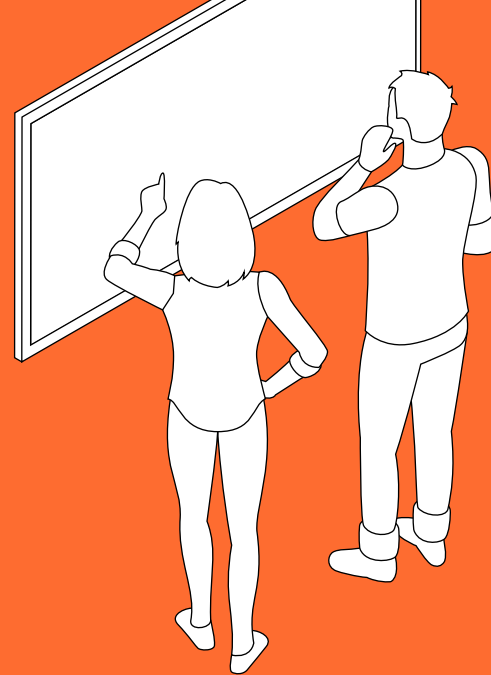


# Bringing new worlds of work to life



Sustainability Report 2021

**TAKKTAG**  
BUSINESS EQUIPMENT SOLUTIONS

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# Preface

We care – we stand by our responsibility to our employees, to our customers and partners and, of course, also for minimizing our ecological footprint. Our aim: continuous improvement for a future worth living. This is also a clear expression of our vision – to bring new worlds of work to life.

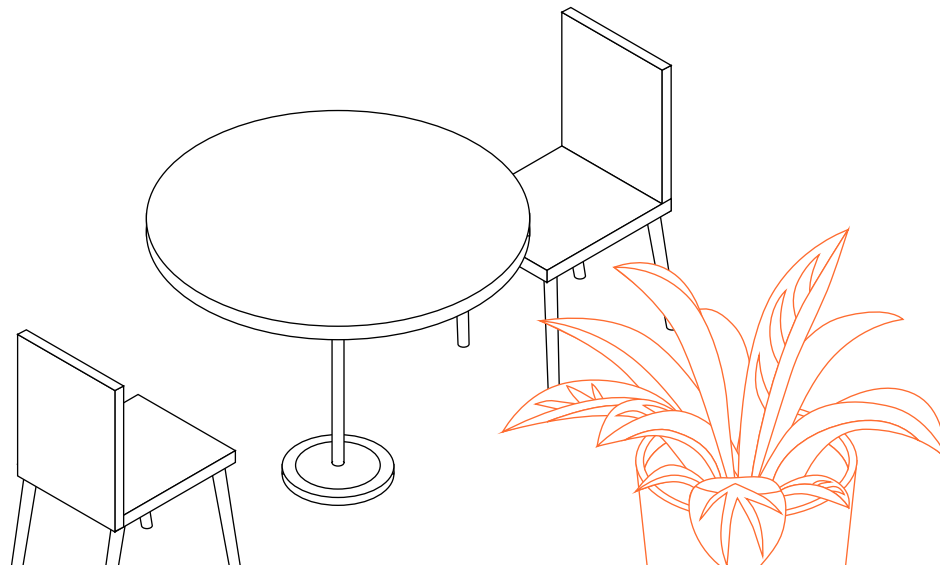
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Maria Zesch

2021 proved to be another challenging year for us all – our employees, our customers, our suppliers. The profound changes confronting the fundamentals of trade this year made it clear that business as usual is no longer possible. Resilience and adaptability are required to find the right answers to global supply change problems, lack of skilled staff or NewWork.

Resilience and adaptability are a challenge for us all at the beginning, but they also offer a great deal of opportunities at the same time. At TAKKT, we experience these opportunities and challenges every day. We see that our customers' working worlds are changing drastically – from office to hybrid office, from traditional restaurant to take-aways and self-service, from plastic packaging for protecting products through to sustainable paperboard as a marketing message. This is a challenge for us – every day. And that is a good thing. Our vision is to bring new worlds of work to life – WOW (Worlds of Working) to the customer. This is why we are continuously learning what is important for our customers and their working worlds.

In 2021, we conducted a survey among our customers on the role of the topic of sustainability in the purchasing process and we received clear feedback: Sustainable product lines are a differentiating factor and an important driver of growth in our markets, the importance of which will increase further in the future.



**Maria Zesch**

CEO of TAKKT AG

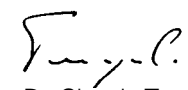
**Dr. Claude Tomaszewski**

CFO of TAKKT AG

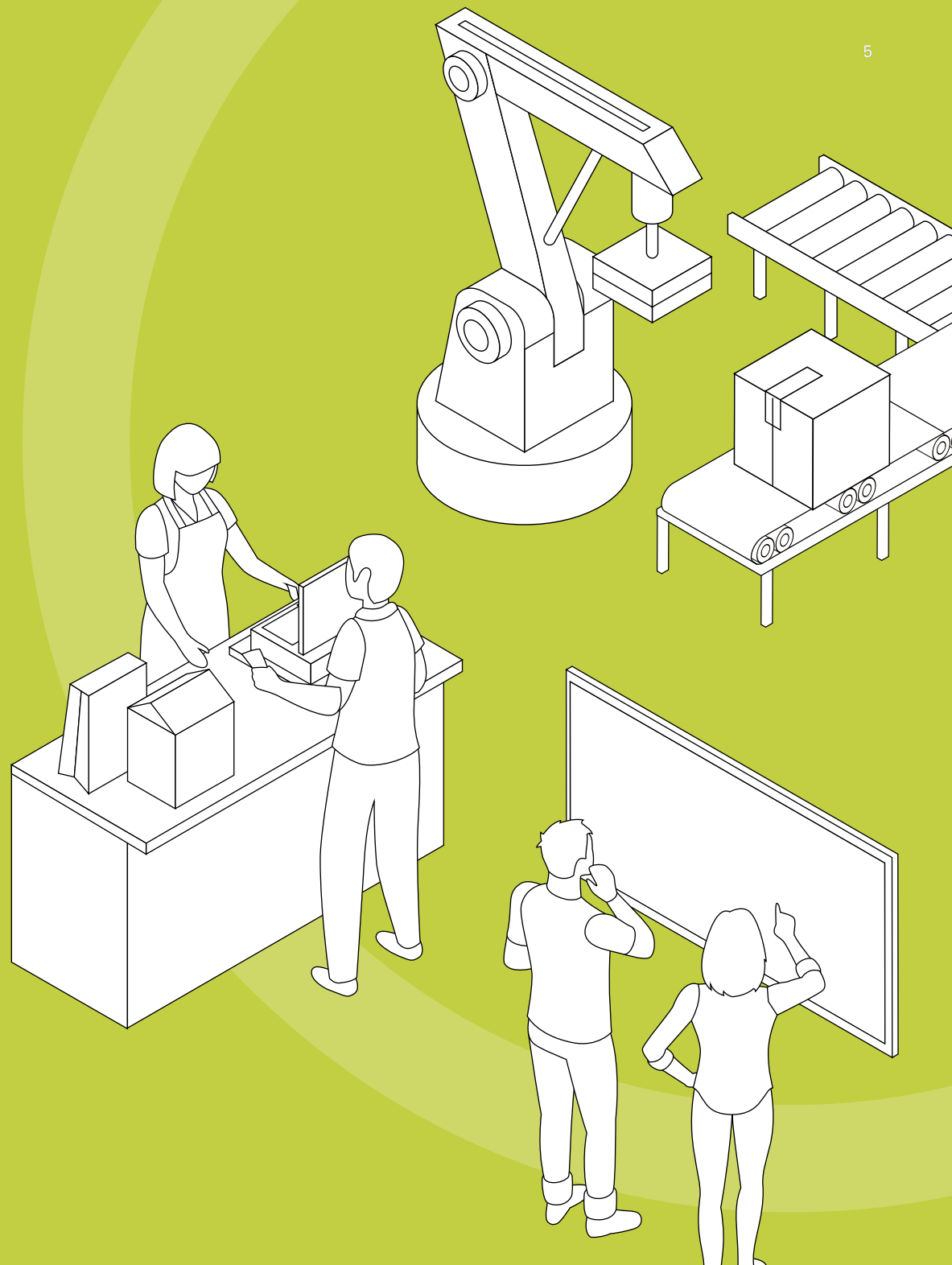
This gives us a good picture of how tomorrow's worlds of work will look like: resource-saving, climate-neutral and tailored to the social and health needs of customers and employees. Transparent and sustainable certified procurement will be standard in a value chain at the end of which are products with a clearly identifiable social added value.

We understand the task of bringing these future worlds of work to life not only as a social responsibility but also as an important growth opportunity. Based on the results of the current stakeholder dialogue, we have therefore updated our sustainability strategy, set ourselves new ambitious goals and started with an evaluation of our entire product portfolio according to sustainability criteria in order to create management principles for new, sustainable product ranges and business models.

This report represents a look in the rear view mirror, a summary of what we have achieved in recent years on the one hand. On the other hand, it is a look at what is ahead. We will give detailed insights into our projects. This is what we will measure future results against. At the same time, like every sustainability report, it is intended to be the impetus for feedback, suggestions and criticism from our stakeholders. This is the only way that we can improve and reveal any blind spots. Let's shape tomorrow's worlds (of work) together!

  
Maria Zesch  
Dr. Claude Tomaszewski

# Our vision: bringing new worlds of work to life



## TAKKT Vision 2025:

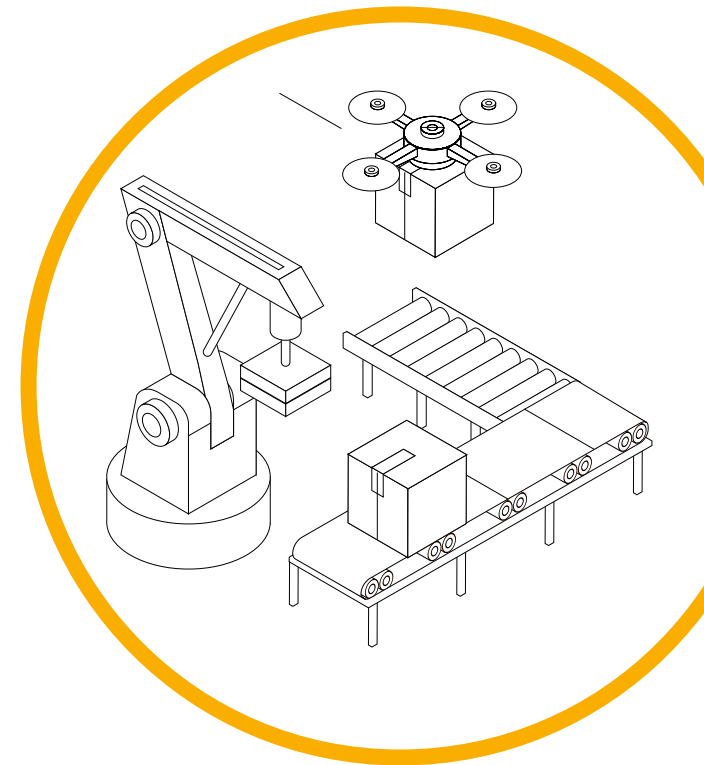
bringing new worlds of work to life  
by caring about environmental resources,  
people, and customer success.



Office Furniture  
& Displays



Foodservice



Industrial  
& Packaging

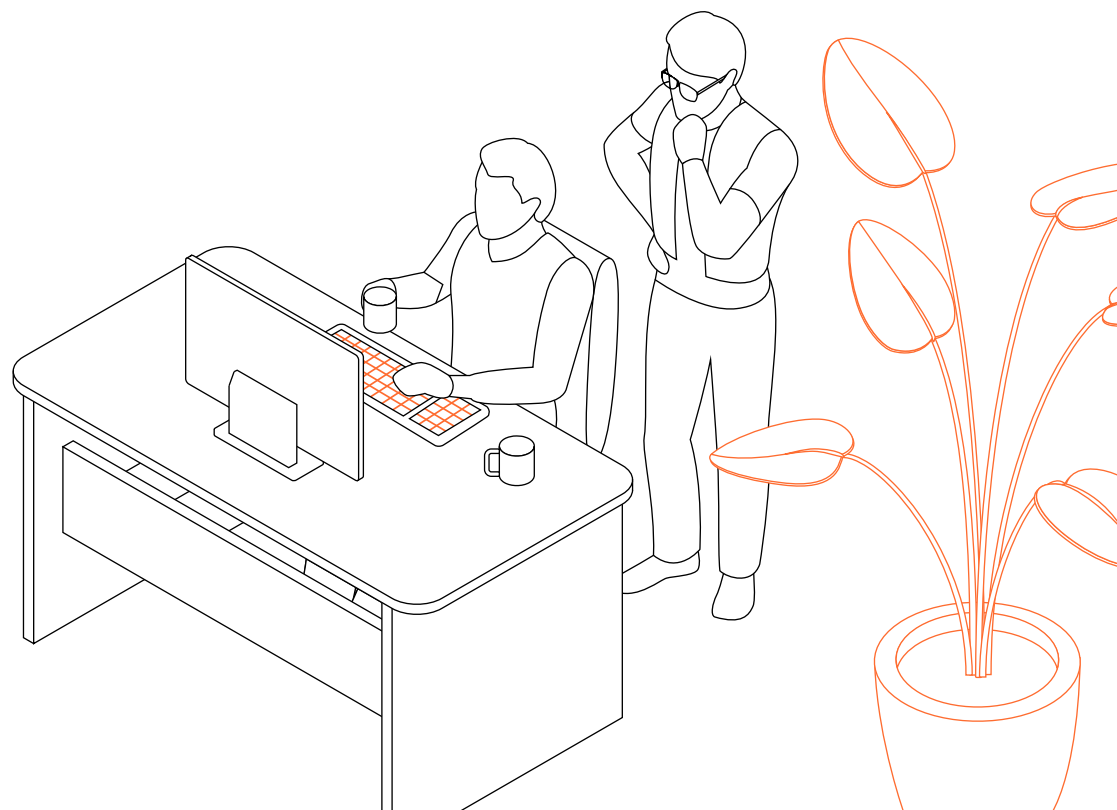
# Bringing tomorrow's worlds of work to life

This vision underpins the guidelines for our sustainability and business strategy for the next four years. Only when we anticipate the future needs and requirements of our business partners and stakeholder groups today, can we make the right offer at the right time.

But what do tomorrow's worlds of work look like? What needs and expectations will motivate our customers' employees and business partners? What social and macroeconomic changes will characterize the fundamentals of these business relationships?

The last two years have shown the speed at which forecasts become outdated because the manner in which we organize our business and social life has changed to an extent that was previously unimaginable. Despite this, we believe that certain developments that were becoming evident even before the Covid-19 pandemic, and have since been further exacerbated, will significantly determine tomorrow's worlds of work.

We want to shape tomorrow's worlds of work with all stakeholders. In doing so, one thing is clear to us: they need to be sustainable.



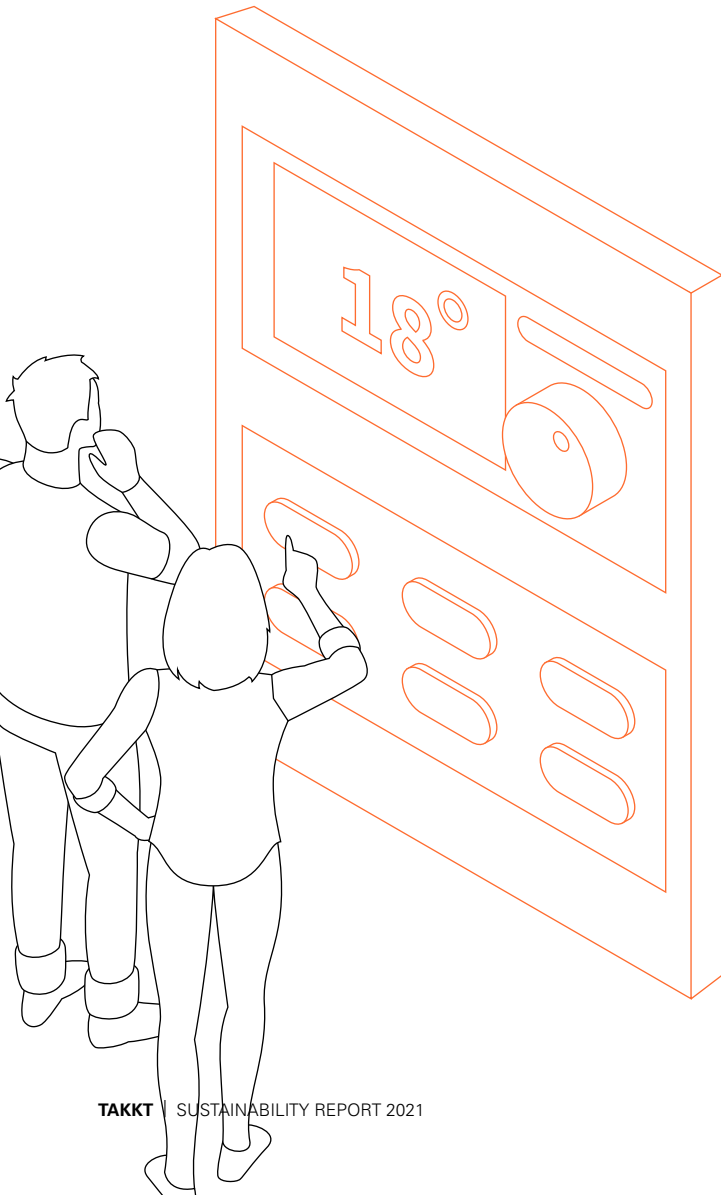
# In the future, sustainability will define the “**rules of the game**”

Besides the lack of skills, digitization and the increasing significance of health at the workplace, one thing above all will characterize our customers' buying decisions in the future: The socially responsible transformation to a low-carbon economy.

At the 26<sup>th</sup> UN Climate Change Conference in Glasgow in November last year, 196 countries agreed to common rules for implementing the Paris Agreement. Its goal is to limit the increase in temperatures to less than 1.5 degrees. The future micro- and macro-economic rules of the game are characterized by laws, incentive structures, capital flows and the design of the purchasing and sales markets aligning themselves with climate neutrality.

At the same time, legislative initiatives such as the EU Taxonomy Regulation and the Supply Chain Act reflect the formalization of society's higher expectations for ecologically and socially acceptable products and services.

TAKKT sees these new, changed rules of the game as an opportunity. Working actively on the transformation to a carbon-free economy already today helps us to compete in the future.



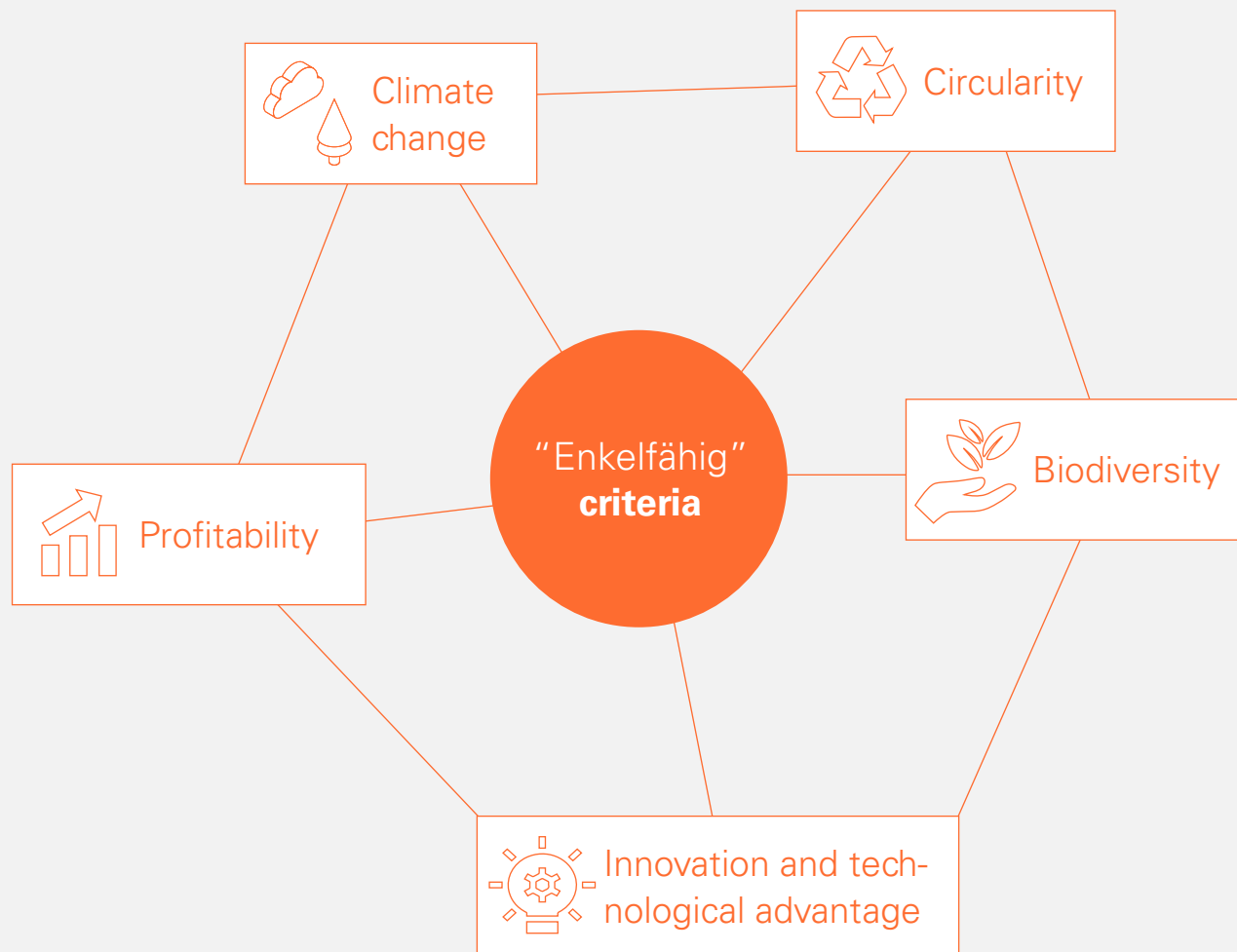
# Market of the future as an opportunity

We see these developments primarily as an opportunity to shape these new worlds of work together with our business partners.

Sustainability already today plays an important role in buying decisions for more than half of our customers. This relevance is also evident in significantly higher willingness to pay for products that have social or ecological added value. We therefore see supporting our customers in meeting the requirements of tomorrow with sustainable products and services not only as a social mission but also as an important growth opportunity.

Some examples from our product portfolio that already today offer ecological added value within the meaning of the *enkelfähig* criteria.

*“Enkelfähig”* is a German compound noun that expresses the idea of ensuring the future prospects for many generations to come through entrepreneurial activities. It describes a product or service that has a better social and environmental impact than comparable products and services and thereby does not have strictly negative impacts for society, the environment, human and labor rights and is compliant with all rules and regulations that apply in the entire value chain of its lifecycle.



# Circularity – ratioform

## terra performance brand



### Compostable

"The landbox" has straw panels that can be disposed of on the household compost heap.



### Renewable raw materials

ratioform's grass paperboard is made from at least 50% renewable grass paper.



### Recycled

In addition to a high percentage of grass paper, ratioform's grass paper packing paper is also made from 50% sorted recycled paper.



### Recyclable

The monta® packing tape is 100% recyclable and can be disposed of in paper recycling.

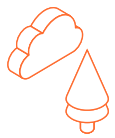
Our subsidiary, ratioform, focuses on advising customers on sustainable packaging solutions.

Since 2020, ratioform has gone one step further. With the ratioform terra performance brand, customers have the option of choosing the most sustainable type of packaging. The brand combines characteristics such as local sourcing, renewable raw materials, composting, and reusability and thus occupies a pioneering role in sustainable packaging solutions.

**ratioform**

# Climate change – KAISER+KRAFT

## Climate-neutral products



**115 kg**  
**CO<sub>2</sub>** per unit  
compensated for



KAISER+KRAFT already today offers many climate-neutral products by compensating for the emissions arising during manufacture and transport.

The neutral position is certified and regularly monitored by TÜV Rheinland. Products with the highest sales include, for example, the EUROKRAFTpro Premium platform and assembly trolleys.

### **EUROKRAFTpro** **Premium platform trolley**

Period 2014-2021, 8.283 units.  
75 kg CO<sub>2</sub>/unit. compensated for.

### **EUROKRAFTpro** **Premium assembly trolley**

Period 2013-2021, 24.816 units.  
115 kg CO<sub>2</sub>/unit. compensated for.

# EUROKRAFT

by KAISER+KRAFT

# Biodiversity – ratioform

## Certified wood wool

**100%**

comes from  
sustainable forestry

With the terra wood wool, ratioform provides a sustainable alternative to traditional protective materials made of plastic.

The wood wool, manufactured from wood from sustainable forests, protects the biodiversity in the region of manufacture, is climate-neutral and can be disposed of as organic waste or in compost. As cost-effective filling and padding protection, it protects valuable shipments from damage caused during transport in an environmentally-friendly way.

**ratioform**

# Resource preservation – Hubert Bulk milk dispenser



**2 billion**

milk cartons could be avoided annually in American schools



Hubert milk dispensers reduce waste from milk cartons.

The milk dispenser developed in a Design Thinking process together with school students helps to reduce the waste generated by school canteens by up to 50%. Potentially, more than 2 billion milk cartons can be saved annually. The milk dispenser also convinces in terms of energy compared to refrigerators – the additional washing of dishes has already been included in the calculation.

# A look back







## What we have achieved so far



# What we have achieved so far

In 2016, we operationalized the topic of sustainability at TAKKT along three focus areas and six fields of action and implemented it in all our major businesses.

Within a period of five years, we were able to not only significantly increase our emissions and resource efficiency but also entrench the topic of sustainability along the value chain, expand the sales of sustainable products and make it possible for many employees to engage with the topics important to them personally locally.

FOCUS AREA	FIELD OF ACTION	2021 RESULTS*
Core business	<b>Sourcing</b> 	We procure 49.6% of our purchasing volume from suppliers certified as sustainable
	<b>Marketing</b> 	We generate 11.7% of our sales with sustainable products
	<b>Logistics</b> 	100% of our paper-based advertising materials and webshops are climate-neutral**
Environment	<b>Resources and climate</b> 	We have succeeded in reducing the amount of paper consumed in printed advertising by 67.1% per order since 2017
		91.1% of our parcel deliveries and 77.2% of our cargo deliveries from the distribution center are climate-neutral
		100% of our companies are climate balanced for the first time
Commitment	<b>Employees</b> 	10 of our companies work with a certified environmental management system
	<b>Society</b> 	7 of our companies work with a certified energy management system
		The energy consumption per order was 52.1 MJ
		The share of women in management positions was increased to 27.3% and to 18.6% in top executive positions
		81.8% of employees have the option of taking paid leave for social commitments

\* Applies only to the scope of application defined under GRI 102-45.

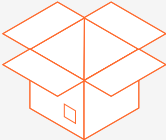

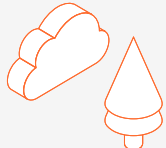



\*\* At the time of reporting, this had not yet been fully compensated for.

# TAKKT's 2025 Sustainability Goals

With our 2025 sustainability goals, we address our stakeholders' expectations with respect to the demands of our future business environment and at the same time smooth the way to realizing the related business opportunities. We laid the foundation for this in 2021.\*

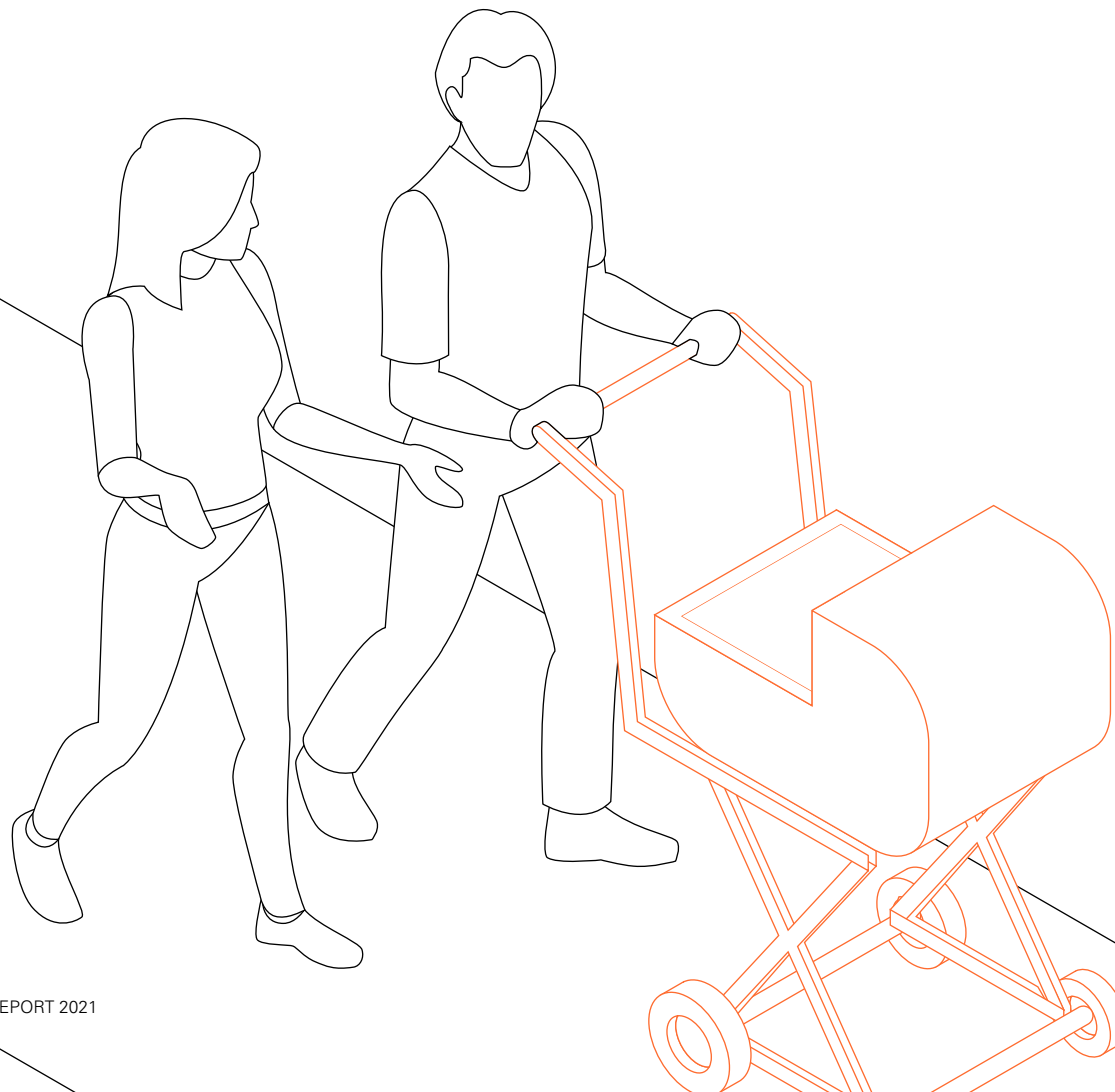
Our goal is to bundle our energy on these three focus areas in particular and achieve significant improvements by 2025. We intend to initially focus on the topics that have the highest priority for our stakeholders and in which we can create the highest impact at the same time. We have therefore set ourselves fewer but, in our view, highly relevant and ambitious goals to employ our resources where they are really needed and create social and ecological added value.

\*Please note GRI 102-45

Focus area	SDGs	Targets for 2025	2021 results**
<b>Core business</b> 		<b>40%</b> sales with "enkelfähig" products  <b>80%</b> purchasing volume from sustainability-certified suppliers	<b>11.7%</b> sales with sustainable products  <b>49.6%</b> purchasing volume from sustainability-certified suppliers
<b>Environment</b> 		Climate-neutral in Scope 1&2 emissions (in 2030 <b>50%</b> less CO <sub>2</sub> than in 2021)	Company carbon footprint at <b>100%</b> of TAKKT companies
<b>Commitment</b> 		Increase in the share of women in executive positions to <b>45%</b> (50% by 2026)	Share of women in management positions: <b>27.3%</b>

\*\*Redefinition of KPIs, see p. 28

# 40% sales with "enkelfähig" products



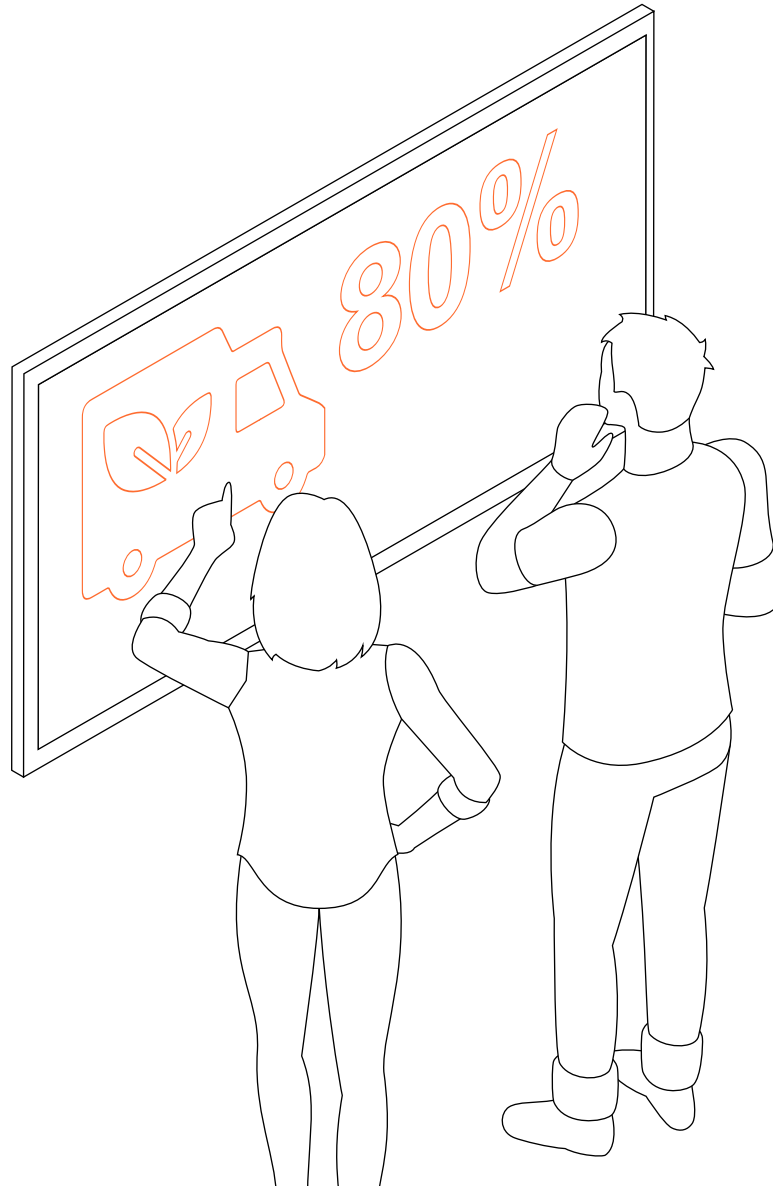
Our 2025 goal: A clear increase in revenue from sustainable products. In tomorrow's worlds of work, sustainability will be one of the most important purchasing criteria.

As a foundation for strategic decision-making and developing new offerings, we created a new product classification system in 2021, which we use to measure the sustainability of our products and make them visible: the enkelfähig rating.

It allows us to evaluate our entire product portfolio product-by-product according to sustainability criteria and thus create the transparency required to operationalize our goals of generating 40% more sales with "enkelfähig" products by 2025 (for more information, please see page 37 ff.).

What we have achieved so far: In 2021, we developed the enkelfähig rating together with our business units and stakeholders and started with our product portfolio evaluations.

# 80% purchasing volume from sustainability-certified suppliers



Our 2025 goal: Our supplier base should largely consist of sustainability-certified suppliers.

For this purpose, we have been working together with an international platform since 2013 that assesses our suppliers by means of self-assessments in the areas of environment, labor and human rights, ethics and sustainable procurement. The screening process makes it possible to transparently map the relevant information on sustainable trade in our suppliers' business models and, at the same time, identify development potentials.

TAKKT product managers can measure progress by means of regular repeat audits and develop suggestions for improvement with suppliers as well as set up development plans. By 2025, the purchasing volume from sustainability-certified suppliers should be increased to 80% in this way (for more information, please see pages 43 – 44).

What we have achieved so far: Since 2016, we have been continuously expanding the share of sustainability-certified suppliers with the result that we are already able to procure 49.6% of the purchasing volume from certified suppliers.

# Climate-neutrality for Scope 1&2 emissions



Our 2025 goal: We have set ourselves the ambitious goal of becoming carbon-neutral by 2025 with respect to our direct and indirect emissions arising from, for instance, the consumption of electricity, heat and steam.

In doing so, we not only take responsibility for our share in the impacts along the value chain, we also see our action as an opportunity for significant cost savings in the face of increasing energy prices.

What we have achieved so far: We laid the foundation for our path to climate-neutrality in 2021 by balancing the emissions of all TAKKT business units according to the GHG protocol standard for the first time (see p. 60 – 61).

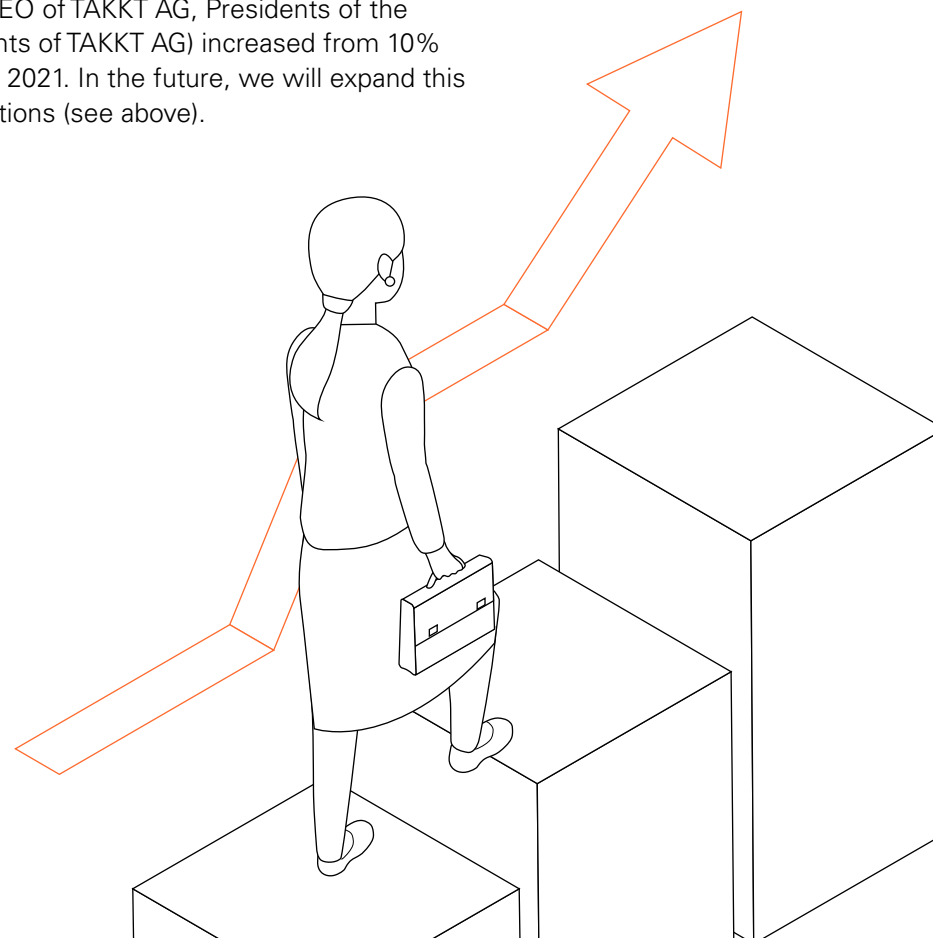
# Increase in the share of women in management positions to 45%

**Our 2025 goal: A significant increase in women in executive positions.**

In our supply chain, we ensure socially acceptable production conditions in three ways: through our Code of Conduct, through supplier certifications and, at product level, the enkelfähig rating. Within the TAKKT company thresholds, the topic is reflected in particular with respect to the needs and equal opportunity options of our employees.

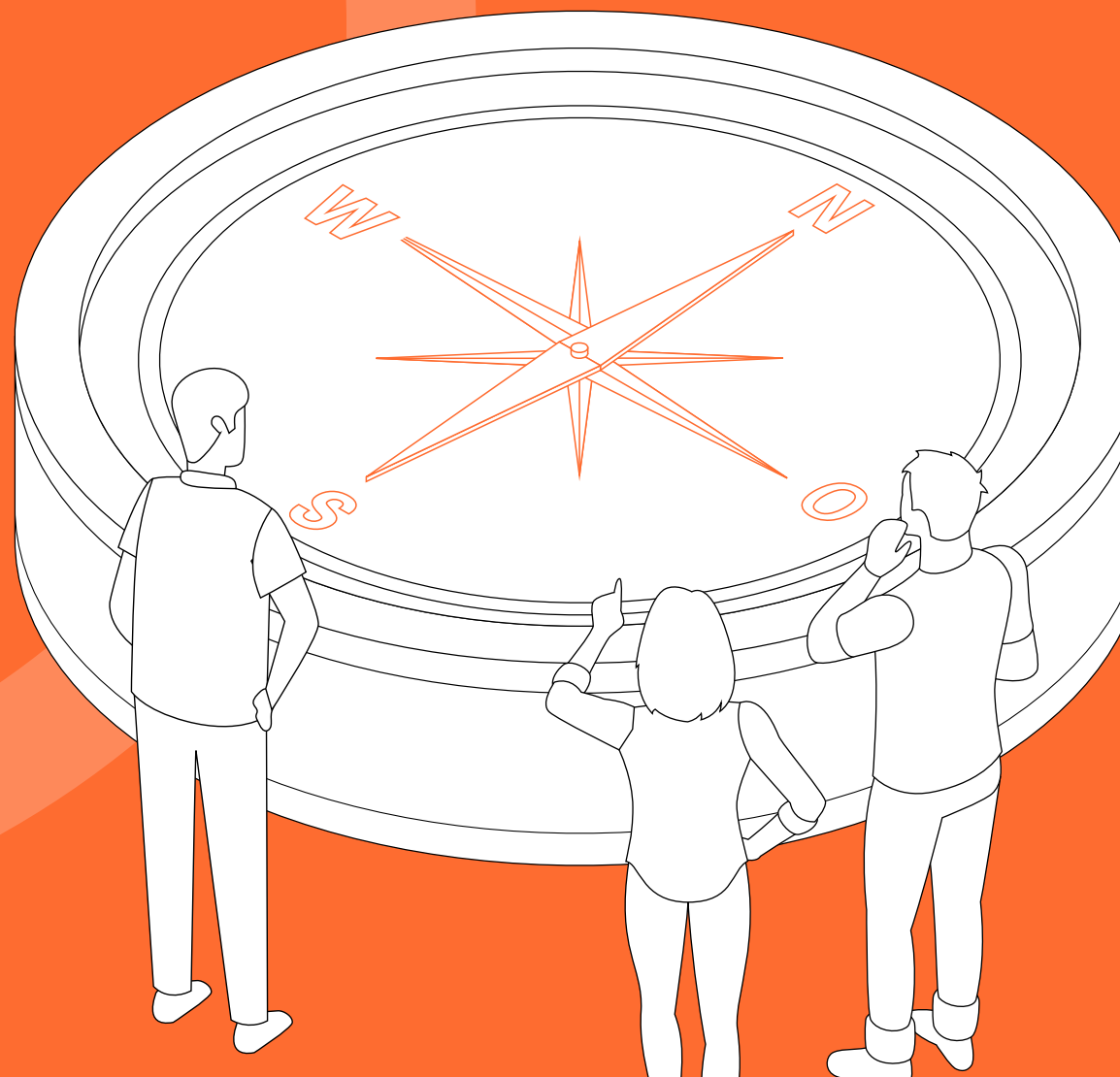
An indicator for this is, for example, the share of women in management positions that is to increase to 45% by 2025. Our goal from 2026 is to then increase the share of women in management positions to more than 50%. To underscore this issue, TAKKT already signed the Diversity Charter in 2018. We aim to further intensify our efforts in this area in the future.

What we have achieved so far: In a first step, the share of women in top executive positions (CEO of TAKKT AG, Presidents of the business units, Vice Presidents of TAKKT AG) increased from 10% to 18.6% between 2016 and 2021. In the future, we will expand this goal to all management positions (see above).



# SCORE

our integrated  
sustainability  
management  
approach



# TAKKT understands sustainability as an integral component of long-term corporate success.

This is why sustainability is not only prominently anchored in the company strategy, the planning and management of sustainability topics also follows a systematic management approach and is, above all, embedded in our organization across all business areas.

As a foundation for implementation at an operational level, the group-wide initiative SCORE (Sustainable Corporate Responsibility) was integrated throughout the whole company in 2011. The sustainability topics relevant for TAKKT are identified, prioritized and operationalized in a structured process on a regular basis in close consultation with the stakeholders.

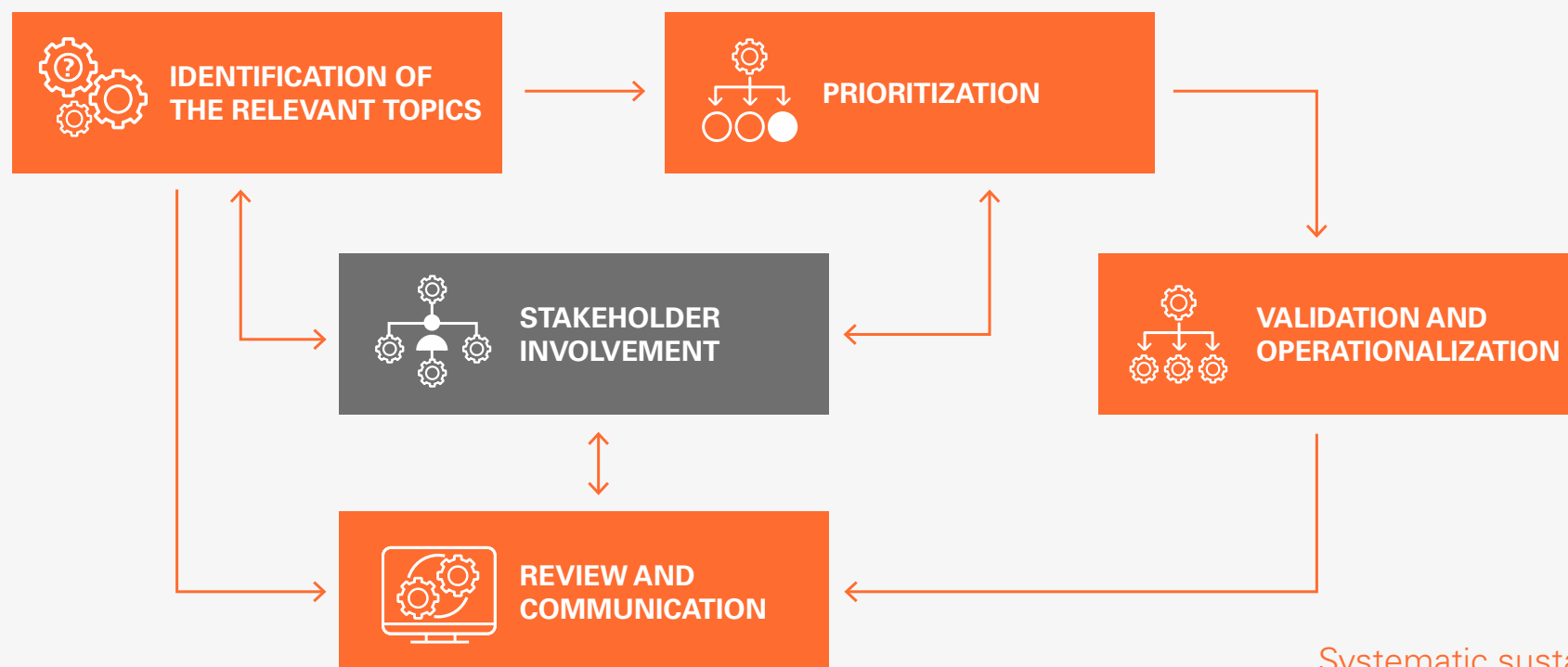


# How we manage sustainability

## Determining and operationalizing important topics

The sustainability topics important for TAKKT are identified, prioritized and operationalized in a structured process on a regular basis in close consultation with the stakeholders.

TAKKT is closely geared to the guidelines of the Global Reporting Initiative (GRI) thus ensuring a high level of transparency and inclusion of relevant stakeholders.

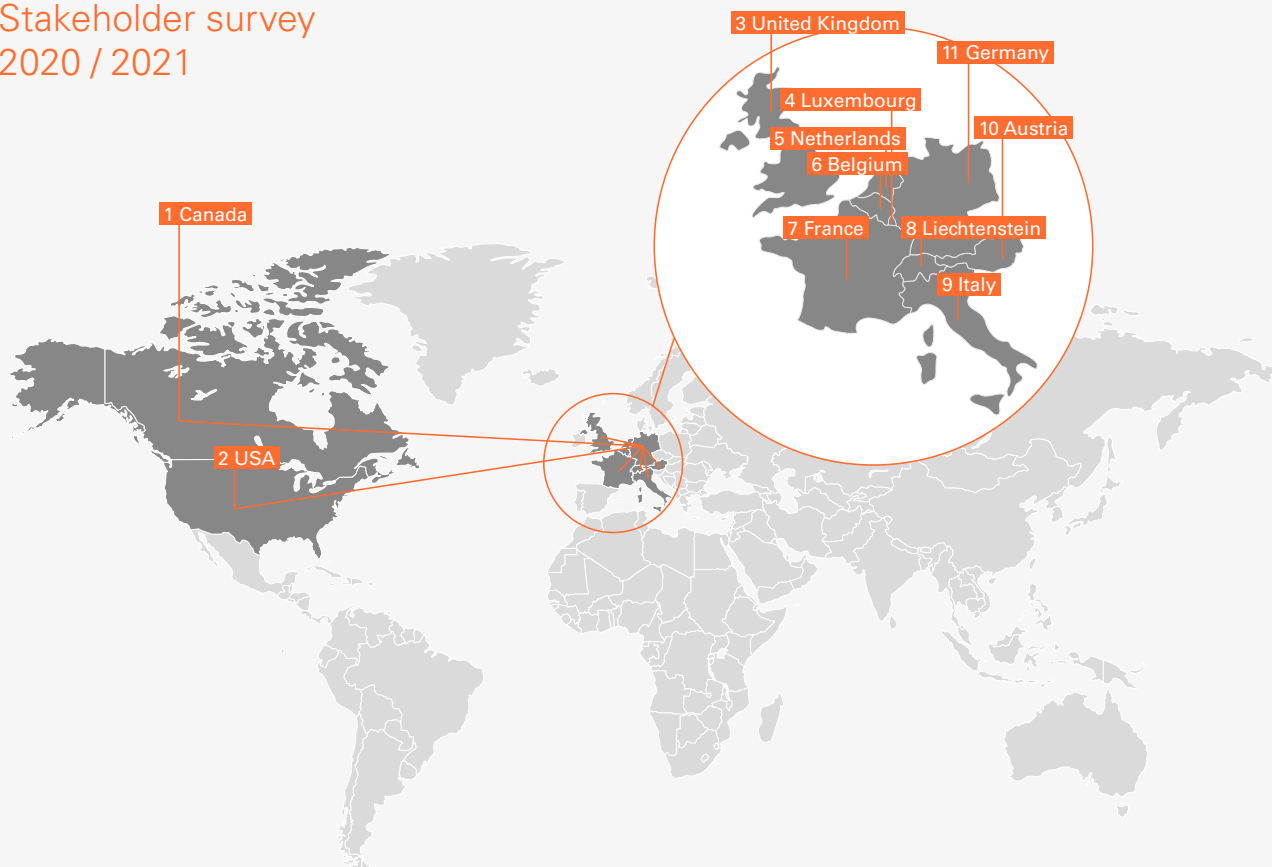


Systematic sustainability management at TAKKT

# Step 1:

## Identification of the relevant topics

Stakeholder survey  
2020 / 2021



The sustainability topics relevant for TAKKT are identified and reviewed every four years through an extensive stakeholder dialogue in accordance with the requirements of the GRI guidelines. The United Nations' Sustainable Development Goals (SDGs) have been a key basis of the dialogues since 2018. We aim to make a substantial contribution to achieving these goals by reducing negative impacts in the areas relevant to TAKKT and increasing positive efforts.

The most comprehensive stakeholder survey on the topic of sustainability to date was conducted in 2020/2021. A quantitative online survey asked 1,250 stakeholders from 18 of our companies across all divisions in eleven countries which social, environmental and economic requirements are especially important to them and how relevant they feel the SDGs are for TAKKT.

### America

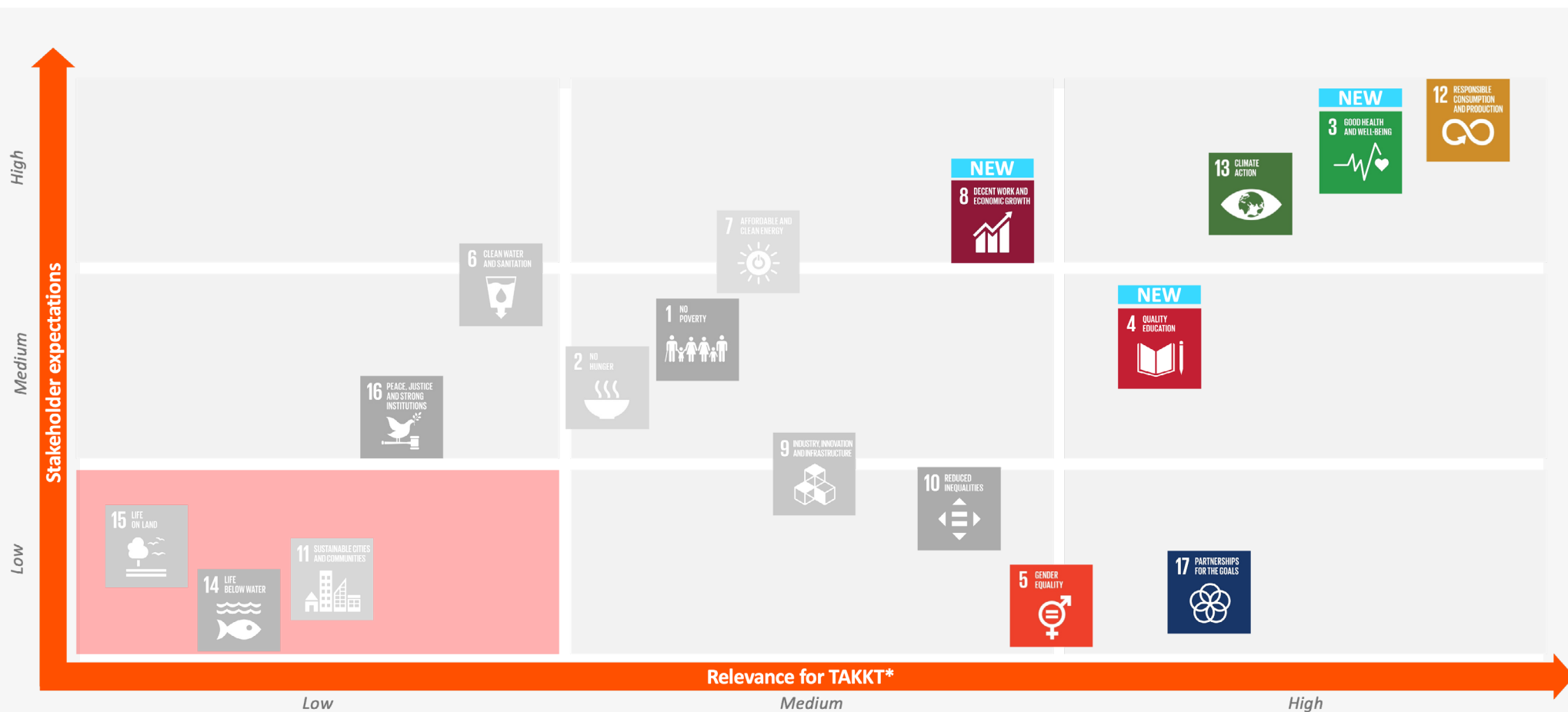


### Europe



# Step 2: Prioritization

In the context of the stakeholder survey, the 17 Sustainable Development Goals were prioritized by internal and external stakeholders according to their relevance for TAKKT and the important SDGs for TAKKT were identified by means of a materiality analysis.



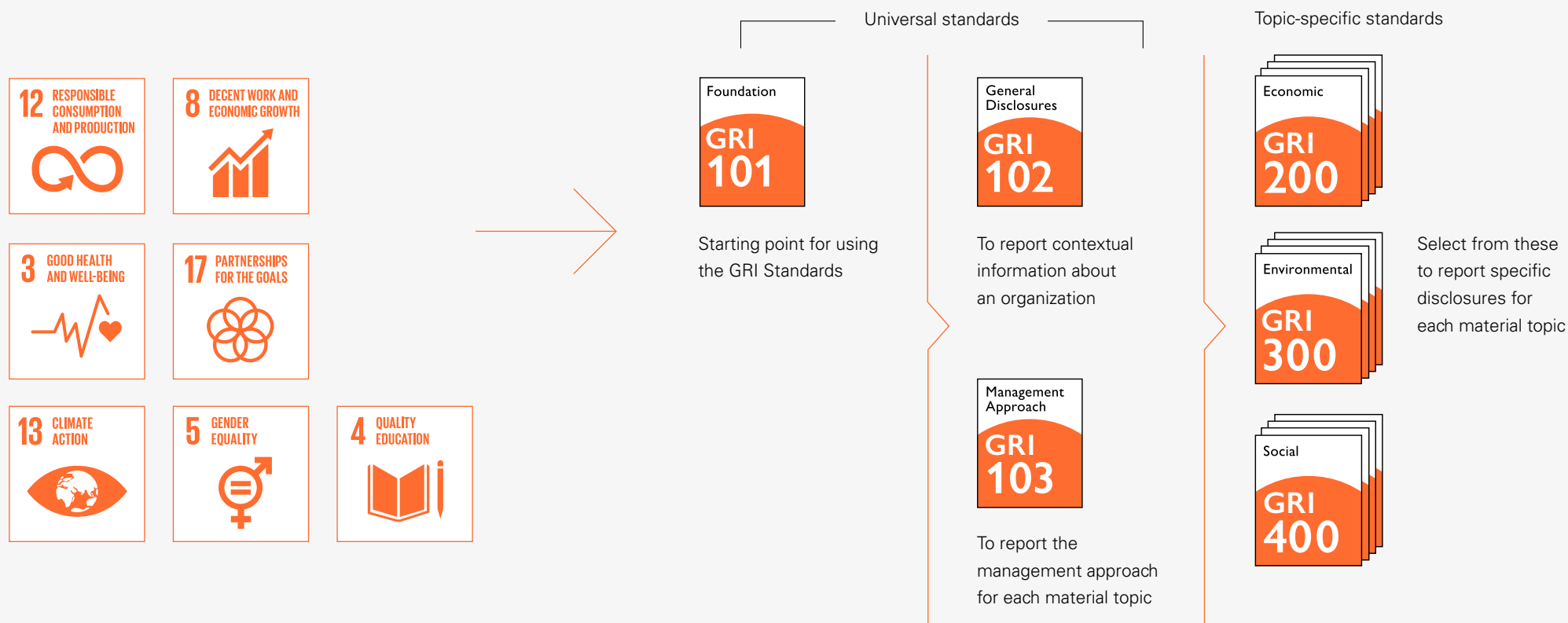
Materiality matrix 2020/ 2021

\* Weighting factors: external market analysis (1/3) and internal company analysis (2/3)

# Step 3: Validation and operationalization

The Sustainable Development Goals important for TAKKT were then systematically assigned to the TAKKT areas of action on the one hand and, on the other hand, the topic-specific GRI Standards according to the GRI recommendations to determine the material reporting topics for TAKKT.

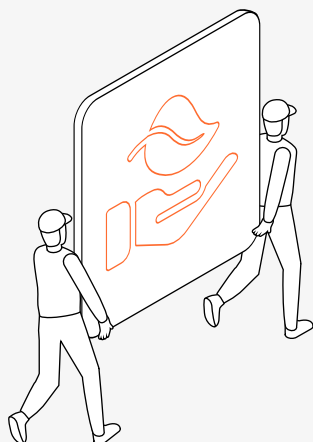
## Mapping the Sustainable Development Goals to the GRI Standards



The topics determined in this way were validated and assigned to the following three categories:

## 1 Operationalized topics

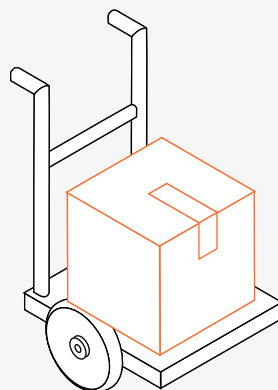
Applicable, material topics that are of the greatest priority for our stakeholders and that have the greatest impact potential for TAKKT. Goals, indicators and measures were derived from this group of topics that form the strategic guidelines of the TAKKT sustainability strategy until 2025.



## 2 Topics covered

Since the expectations of our stakeholders are constantly changing, just like our corporate environment, each stakeholder dialogue naturally also brings new topics into focus that have not yet or only partially been reflected in the TAKKT fields of action.

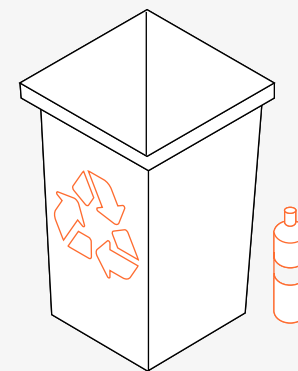
Indicators were selected for many of these topics to create transparency in a first step so that they can be integrated into the fields of action in the future and suitable goals and measures can be developed.



## 3 Not applicable topics

This group comprises topic-specific GRI standards that, although they correspond to the SDGs important for TAKKT, they are not the focus of TAKKT as a retail company.

An example of such a topic is the topic-specific standard GRI 401-2 "Benefits provided to full-time employees that are not provided to temporary or part-time employees" as full-time employees and part-time staff receive the same benefits at TAKKT.



## Development of the SCORE indicators

We report on the operationalized topics and the topics covered in detail in the GRI Index from page 45. Almost all of the previous SCORE indicators from the 2016 - 2020 reporting period are also reported on further there.

The following overview shows the development of the existing SCORE indicators in 2021 and how they will be updated in the future.

### 2016-2020 SCORE indicators

Share of purchasing volume from certified suppliers

Share of purchasing volume of direct imports from certified suppliers

Share of sustainable product range in sales

Carbon-neutral webshops for material companies

Consumption of paper for print advertising per order

Share of carbon-neutral paper-based advertising in the total print run per year

Share of carbon-neutral parcel deliveries

Share of carbon-neutral cargo deliveries from the distribution center

Material companies with carbon footprint

Material companies with certified environmental management system

Material companies with certified energy management system

Energy consumption at DE/US sites per order

New hires for Digital Agenda: share of committed "digital talents"

Diversity: share of women in top executive positions

Share of Group employees who have the option of taking leave for voluntary work

Share of Group employees who have participated in projects for charitable organizations or social purposes

### Future update of the indicator

Both indicators are combined to form the new SCORE indicator "total purchasing volume from certified suppliers" (see p. 18)

This indicator is replaced by the new SCORE indicator "Sales with enkelfähig products" (see p. 17)

Reported under GRI 305-3

Reported under GRI 301-1/ 2

Reported under GRI 305-3

Reported under GRI 305-3

Reported under GRI 305-3

Reported under GRI 305-5

Reported under GRI 307

Reported under GRI 302

Our reporting under GRI 302-3 is based on a different determination framework

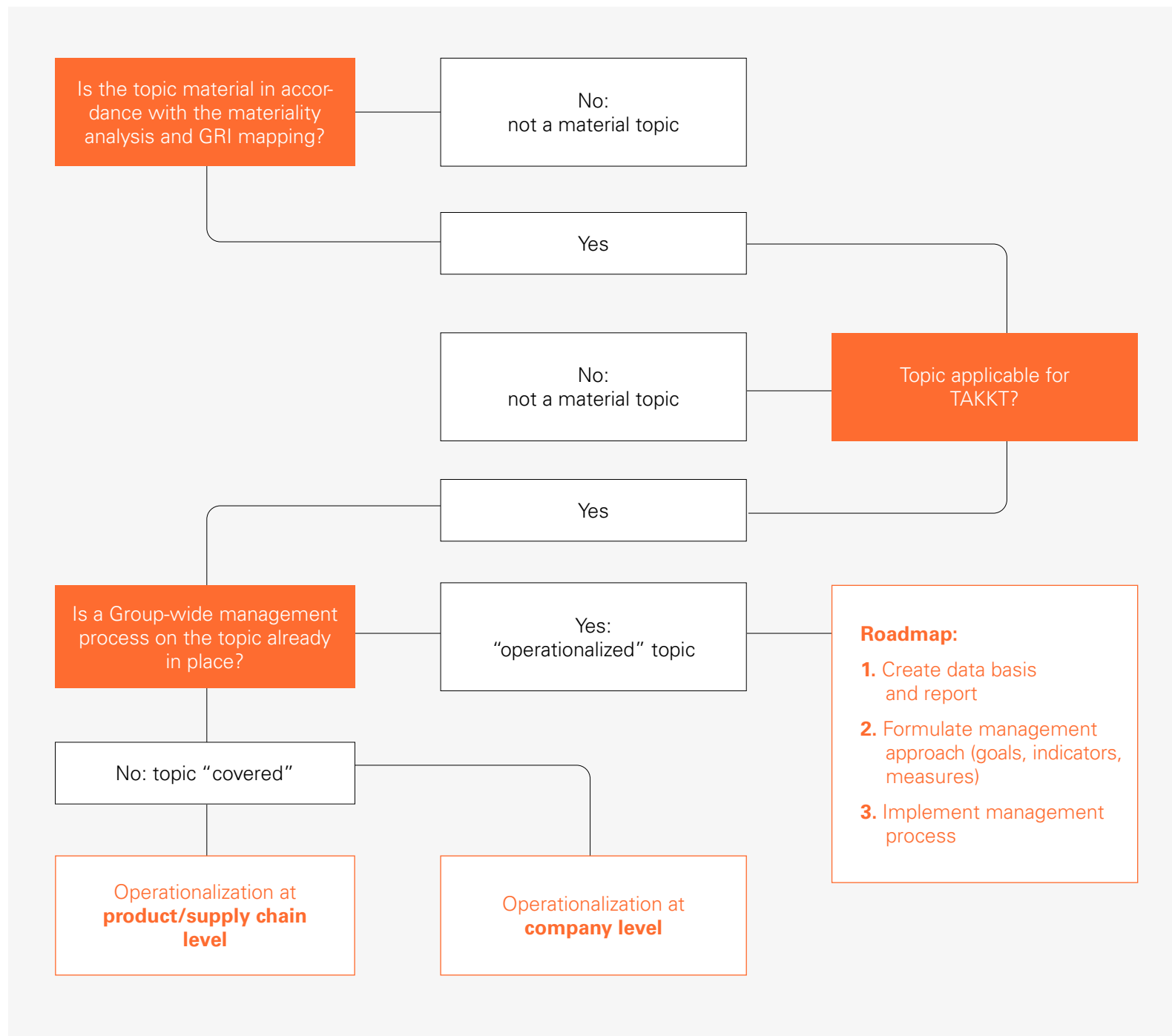
Indicator not updated due to end of program

The focus has previously been on increasing the share of women in top executive positions (Management Board and Vice Presidents of TAKKT AG and Presidents of the business units). In the future, the goal will be expanded to all management and updated as a SCORE indicator (see p. 20)

Reported under GRI 413

Reported under GRI 413

## Overview of the categorization process for the material topics



## Overview of material sustainability topics 2021

Management approaches, goals, indicators and measures on the individual topics are described in detail in the GRI Index from p. 45



**GRI 201**  
Economic performance  
(operationalized)



**GRI 204**  
Procurement practices  
(operationalized)



**GRI 301**  
Materials  
(operationalized)



**GRI 302**  
Energy (operationalized)



**GRI 305**  
Emissions  
(operationalized)



**GRI 306**  
Waste (covered)



**GRI 307**  
Environmental compliance  
(operationalized)



**GRI 401**  
Employment  
(covered)



**GRI 402**  
Employee-employer relationship  
(covered)



**GRI 403**  
Occupational health and safety  
(covered)



**GRI 404**  
Training and education  
(covered)



**GRI 405**  
Diversity and equal opportunity  
(operationalized)



**GRI 406**  
Non-discrimination  
(operationalized)



**GRI 407**  
Freedom of association and collective bargaining  
(operationalized)



**GRI 408**  
Child labor  
(operationalized)



**GRI 409**  
Forced or compulsory labor  
(operationalized)



**GRI 413**  
Local communities  
(covered)



**GRI 414**  
Supplier social assessment  
(operationalized)



**GRI 417**  
Marketing and labeling  
(covered)

## Step 4: Review and communication



The implementation status of the sustainability measures is continuously reviewed within the SCORE governance structure (see p. 33).

Selected key performance indicators provide specialist staff and management information on the implementation status and options for actively managing the measures on a regular basis. The progress achieved is reported on in the annual Sustainability Report and evaluated in discussions with the stakeholders.

Every four years, this process as described in Step 1 then culminates in a holistic review and further development of the sustainability strategy on the basis of the feedback gathered from internal and external stakeholders.

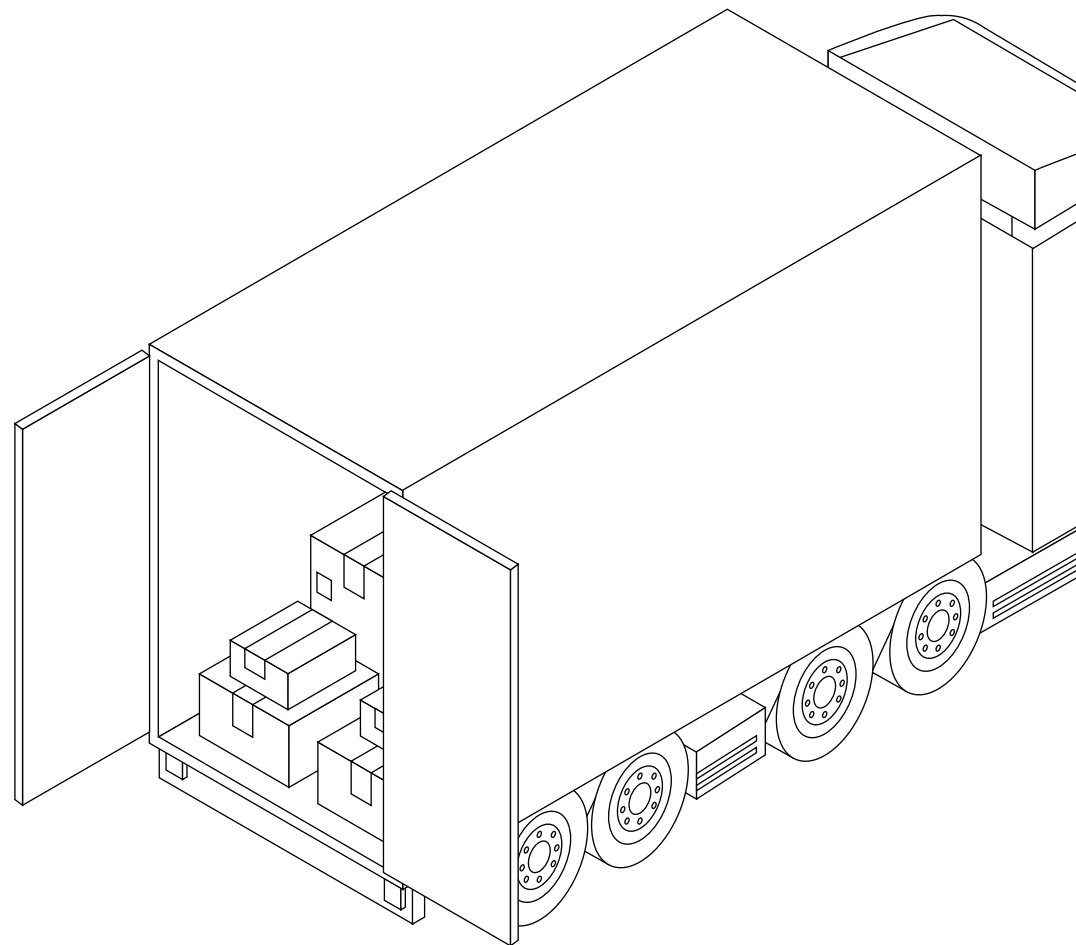
# How we develop ourselves further

## The new TAKKT sustainability strategy

In 2021, the materiality analysis was assisted by a comprehensive strategy process in which the relevance, impacts, opportunities and risks of the identified topics for the TAKKT companies and the management processes and governance structure for operationalizing the sustainability topics were evaluated.

In this process, interviews were conducted with relevant functional and topic managers in all companies, the results of the stakeholder survey were linked to current business and market developments and the effectiveness and efficiency of the SCORE governance processes were systematically evaluated.

The resulting new TAKKT sustainability strategy and Vision 2025 (see p. 16) not only underpin our ambition to shape tomorrow's worlds of work, but also closely link the sustainability goals with the strategic direction and further development of the TAKKT business areas.



# How we manage sustainability

## The SCORE governance model

The fundamentally revised SCORE governance model ensures effective operationalization and will be characterized by the following processes and responsibilities in the future:

### 1 Management Board

The TAKKT Management Board is responsible for the important sustainability topics. It approves and informs about the sustainability vision, strategy, goals and priorities internally across the Group.

Together with the management of the TAKKT companies, it reviews the most important sustainability performance indicators on a quarterly basis in TAKKT Executive Meetings.

### 2 Management

The management of the TAKKT divisions and companies is responsible for the specific sustainability goals, projects and results of its own divisions and companies.

The management informs their own companies of these and approves relevant measures. In addition, management nominates SCORE officers who are responsible for the operational implementation of the measures and data reporting in the respective companies. Management also nominates the function-specific contact persons who, in their roles, are responsible for implementing department-specific sustainability projects (e.g. sustainable procurement).

### 3 TAKKT Group Sustainability

TAKKT Group Sustainability continuously develops the TAKKT sustainability strategy further and coordinates Group-wide goals and measures with the Vice President Group Strategy & Sustainability and the TAKKT Management Board.

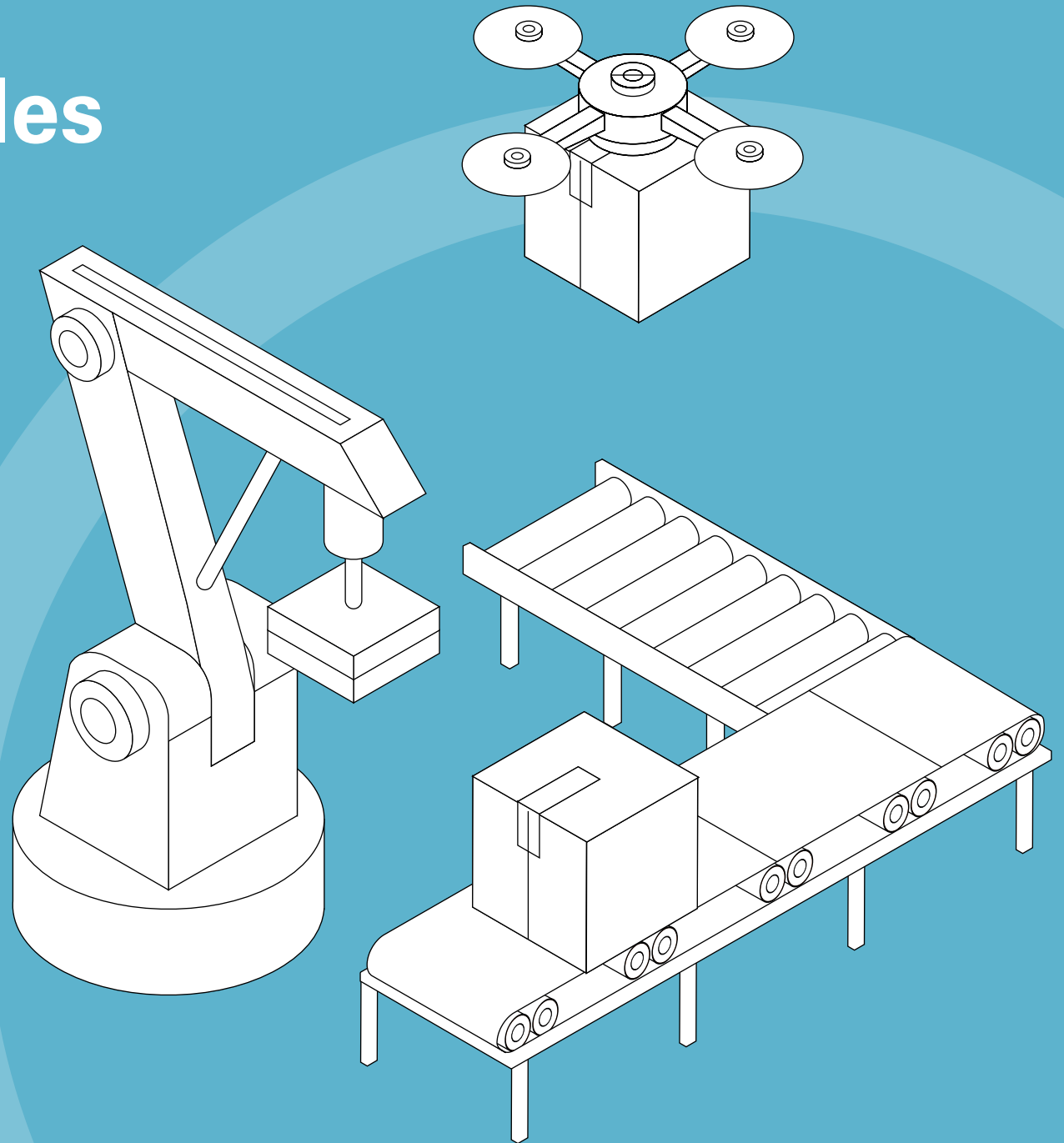
TAKKT Group Sustainability assists the TAKKT companies in translating the Group-wide goals into company-specific projects and implementation plans, assists in their implementation, coordinates the exchange of knowledge and is responsible for combining the sustainability key figures gathered throughout the Group.

### 4 SCORE officers

Together with TAKKT Group Sustainability, SCORE officers at the TAKKT companies develop company-specific sustainability goals and implementation plans in order to achieve the Group-wide goals and coordinate these with their respective managers.

They also coordinate the implementation of projects in the functional areas, evaluate their progress and are responsible for the corresponding data collection, validation and transmission. In doing so, they work closely with the function-specific contact persons on the individual sustainability topics in their company.

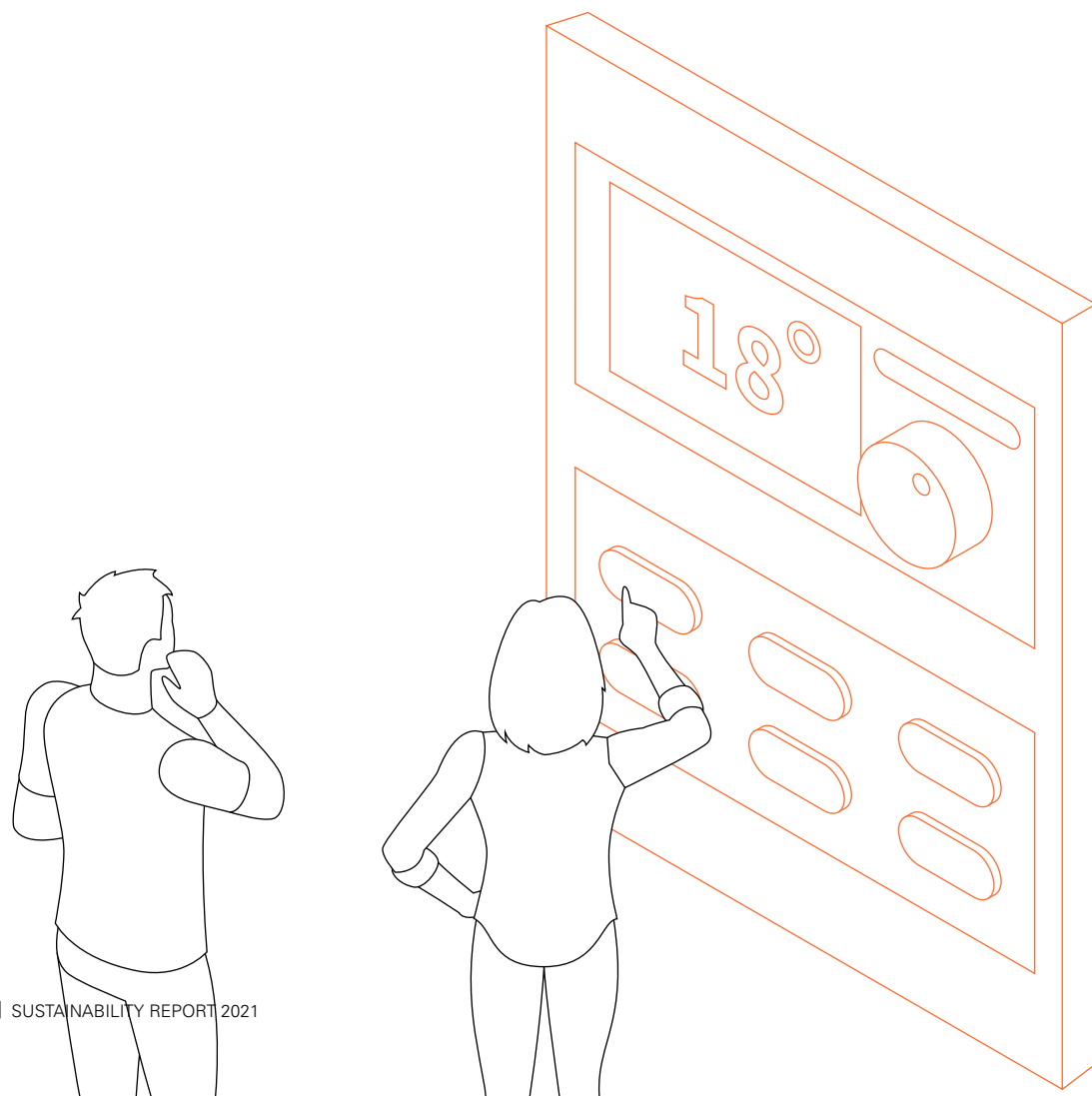
# Practical examples from the TAKKT companies



# Focus area environment

## Kaiser + Kraft

### Climate-neutral company



The TAKKT companies KAISER + KRAFT Germany and KAISER + KRAFT Switzerland have been working climate-neutral since 2018 and 2020 respectively.

This means that all emissions generated at the sites, by shipping goods or by the web store and printed paper-based advertising, are compensated for after all other reduction measures have been exhausted.

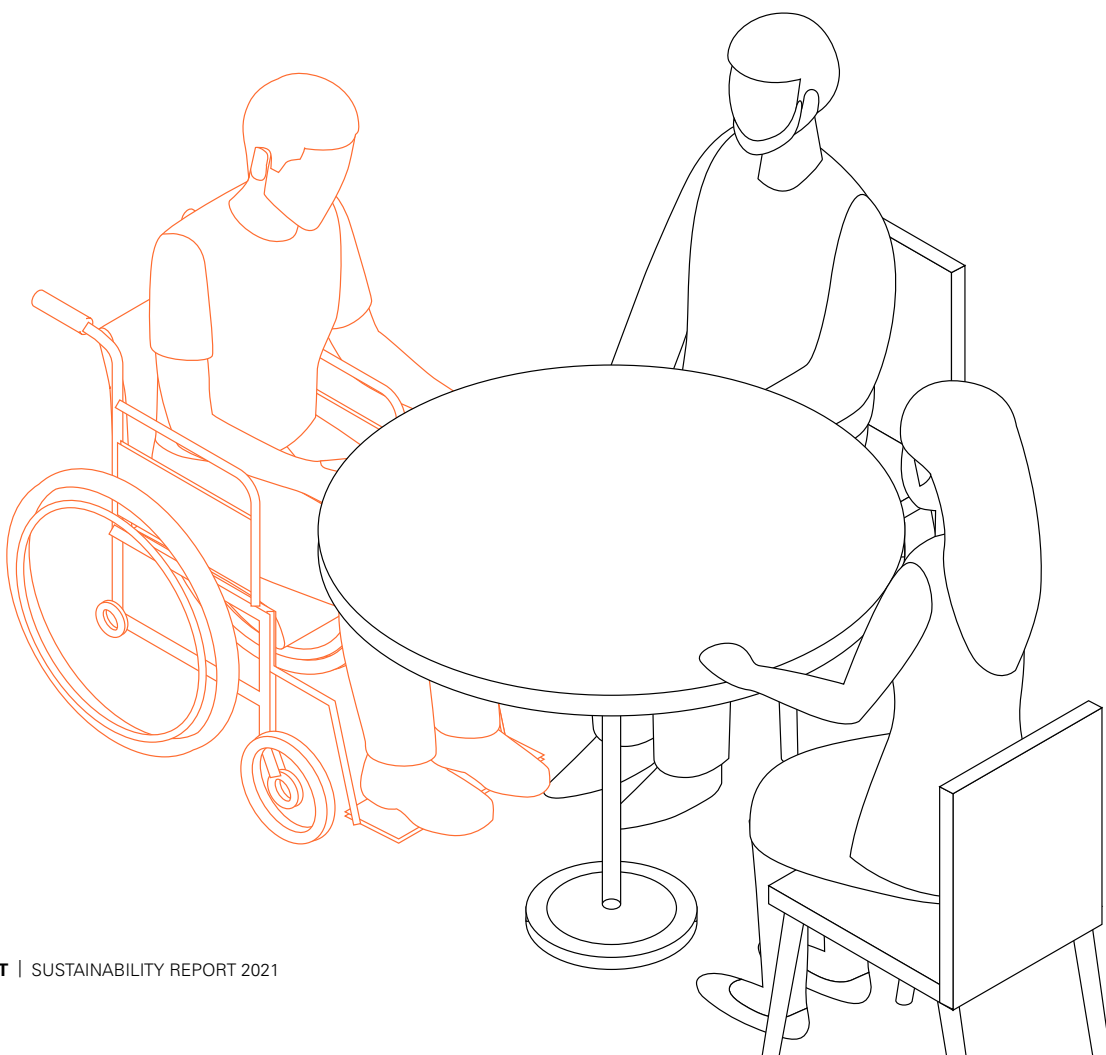
KAISER + KRAFT invests in climate protection projects that meet the very highest requirements. At the same time, the energy balance of the KAISER + KRAFT companies certified in accordance with ISO 14001 or ISO 50001 is worth mentioning: With this environmental and energy management system, electricity consumption was reduced by approx. 23% between 2015 and 2021.

**KAISER+KRAFT**

ALLES FÜR DIE FIRMA.

# Focus area commitment

## NBF – Diversity, equity, and inclusion



For two years now, the Employee Resource Group “BOLD365” at the US TAKKT company, National Business Furniture, has been creating more diverse, equitable and inclusive worlds of work for both employees and customers

The initiative is active in three areas: Much has now been achieved through educational work, internal advocacy and local community engagement. For example, “Courageous Conversations” were introduced on diversity topics, an additional floating vacation day was created so that employees can take off cultural or religious holidays such as Juneteenth or Yom Kippur, and a chapter on diversity at NBF was added to the regular employee survey.

In addition to individual measures in our business units, we launched cross-unit projects in 2021 to lay the foundations for our Ambition 2025. Two spotlights will provide an insight into the implementation of the two core topics of “enkelfähig products” and “sustainability in the supply chain”.



# Spotlight: enkelfähig products



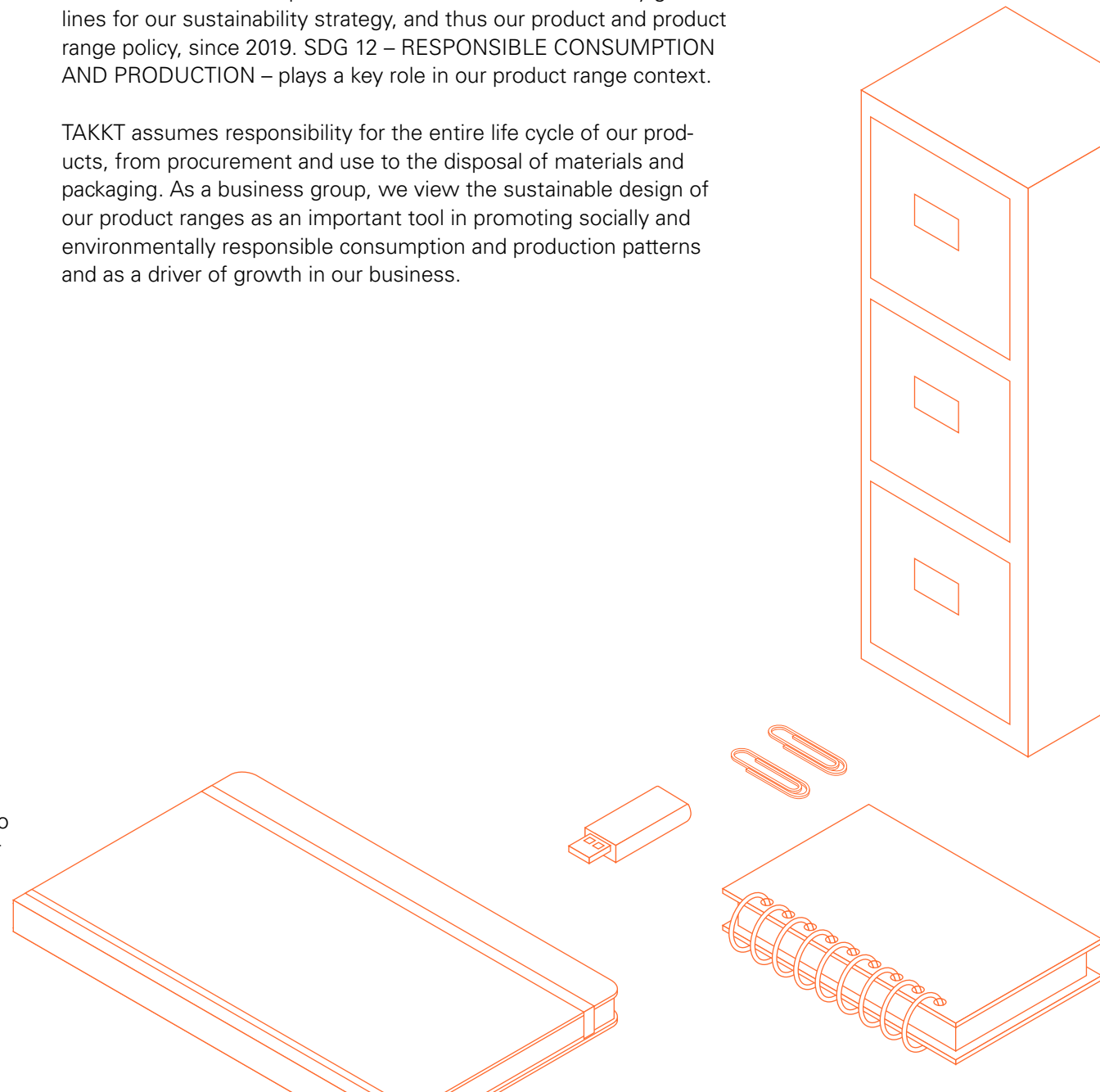
# Social responsibility for TAKKT means, above all: product responsibility

With enkelfähig products we combine sustainability AND performance at TAKKT. We are convinced that we have found the decisive competitive advantage with our Worlds of Working Vision in conjunction with sustainable products to be able to continuously grow at an above-average pace in the markets attractive for us.

Because we asked them, we know from our customers, that they have high expectations of us as a retail group when it comes to issues such as due diligence in supply chains, circular economy or climate-friendly transport. In order to objectify our progress with regard to sustainability in the product ranges of our newly defined Worlds of Working, we make use of existing methodologies, but also make use of our own approaches wherever this does not yet appear to be sufficient.

The Sustainable Development Goals have also served as key guidelines for our sustainability strategy, and thus our product and product range policy, since 2019. SDG 12 – RESPONSIBLE CONSUMPTION AND PRODUCTION – plays a key role in our product range context.

TAKKT assumes responsibility for the entire life cycle of our products, from procurement and use to the disposal of materials and packaging. As a business group, we view the sustainable design of our product ranges as an important tool in promoting socially and environmentally responsible consumption and production patterns and as a driver of growth in our business.

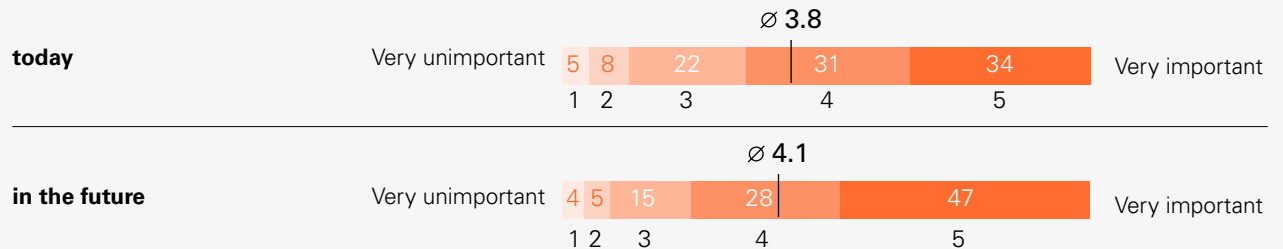


# The market trend: sustainability as a purchase criterion is becoming ever more important

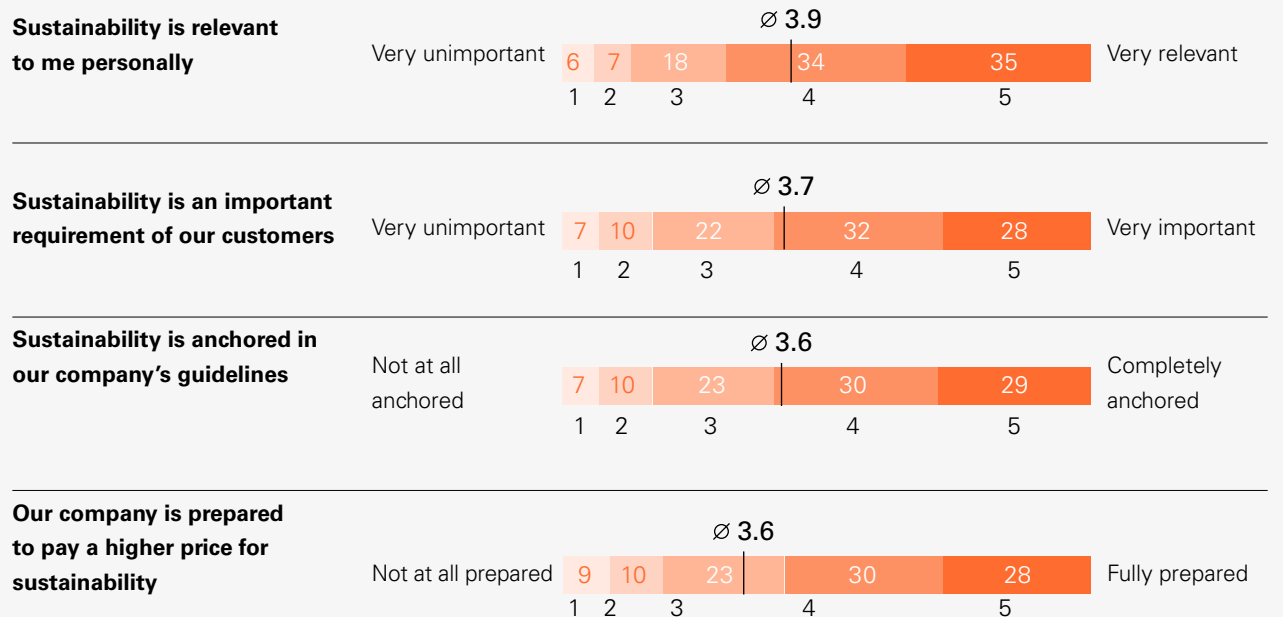
There is a clear general trend, not only among B2C but also among B2B procurement decision-makers: The sustainability of products is playing an increasingly greater role in purchasing decisions worldwide.

This global trend is also reflected in the direct expectations of our business partners. In 2021, we conducted a survey among our customers on the role of the topic of sustainability in the purchasing process and we received some clear feedback: Sustainable product lines are a differentiating factor and an important driver of growth in our markets. 65% of all purchasers say that sustainability plays an important or very important role in the company. With respect to the future, this figure even increases to 75%.

## How important is sustainability for your company?



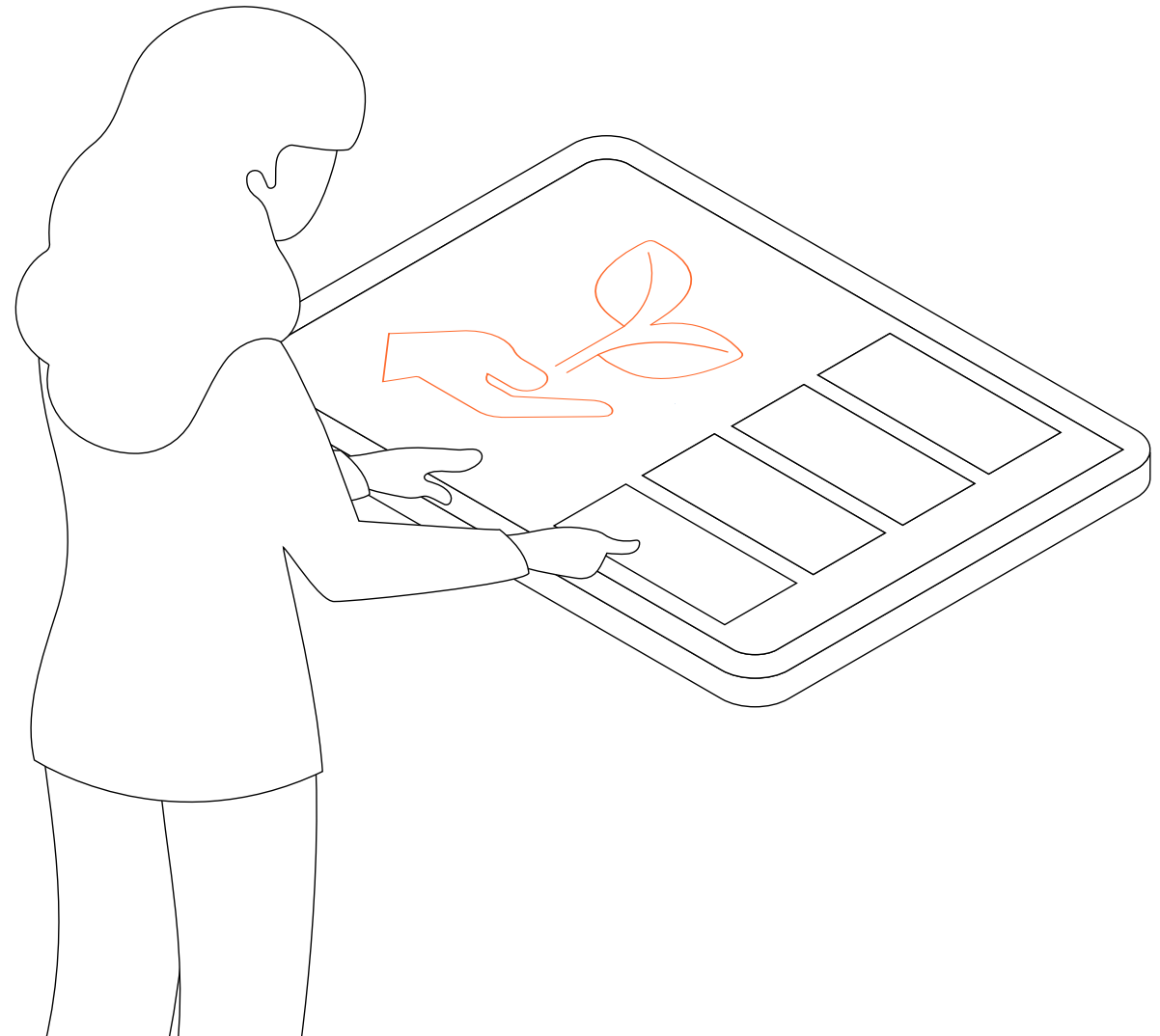
## How important is sustainability (ecological, economic and social) for you and your company in the procurement process?



Source: TAKKT Global customer survey 2021, n=1667

# Sustainable products are worth it for everyone

The added value of sustainable products for us can be seen not only in the expectations expressed by our stakeholders, but also in an above-average willingness to pay. Across countries, business customers are prepared to pay higher prices if the products meet sustainability requirements.



# Objectification of the sustainability of our products

The enkelfähig rating makes product sustainability measurable

As a retail company, we can make the most impact when our product range becomes more sustainable in collaboration with our suppliers and business partners. As a foundation for strategic decision-making and developing new offerings, we created a new product classification system in 2021, which we use to measure the sustainability of our products and make them visible: the enkelfähig rating.

Products are evaluated individually against significant sustainability criteria and are awarded the label “enkelfähig” when they reach a defined score threshold. The criteria are divided into the pillars “must-have,” “enkelfähig” and “impact” criteria.

Evaluation criteria for the enkelfähig product rating

Impact criteria



**Business area-specific criteria to be defined individually per business area with respect to its area of activity.**

Based on the specific business model of the business unit and an analysis of the impacts (e.g. by means of an Life Cycle Analysis or hot spot analysis). Should cover the most important areas of impact that are not covered by the enkelfähig criteria.

Must-have criteria



**No child labor**

**No corruption or bribery**

**No violation of employee rights and minimum wages**

**No discrimination**

**No personal or environmental damage**

Based on the UN Global Compact. Yes or No question where non-compliance directly means that the product is not enkelfähig.

Enkelfähig criteria



**Profitability**

**Circularity**

**Climate change**

**Biodiversity**

**Innovation and technological advantage**

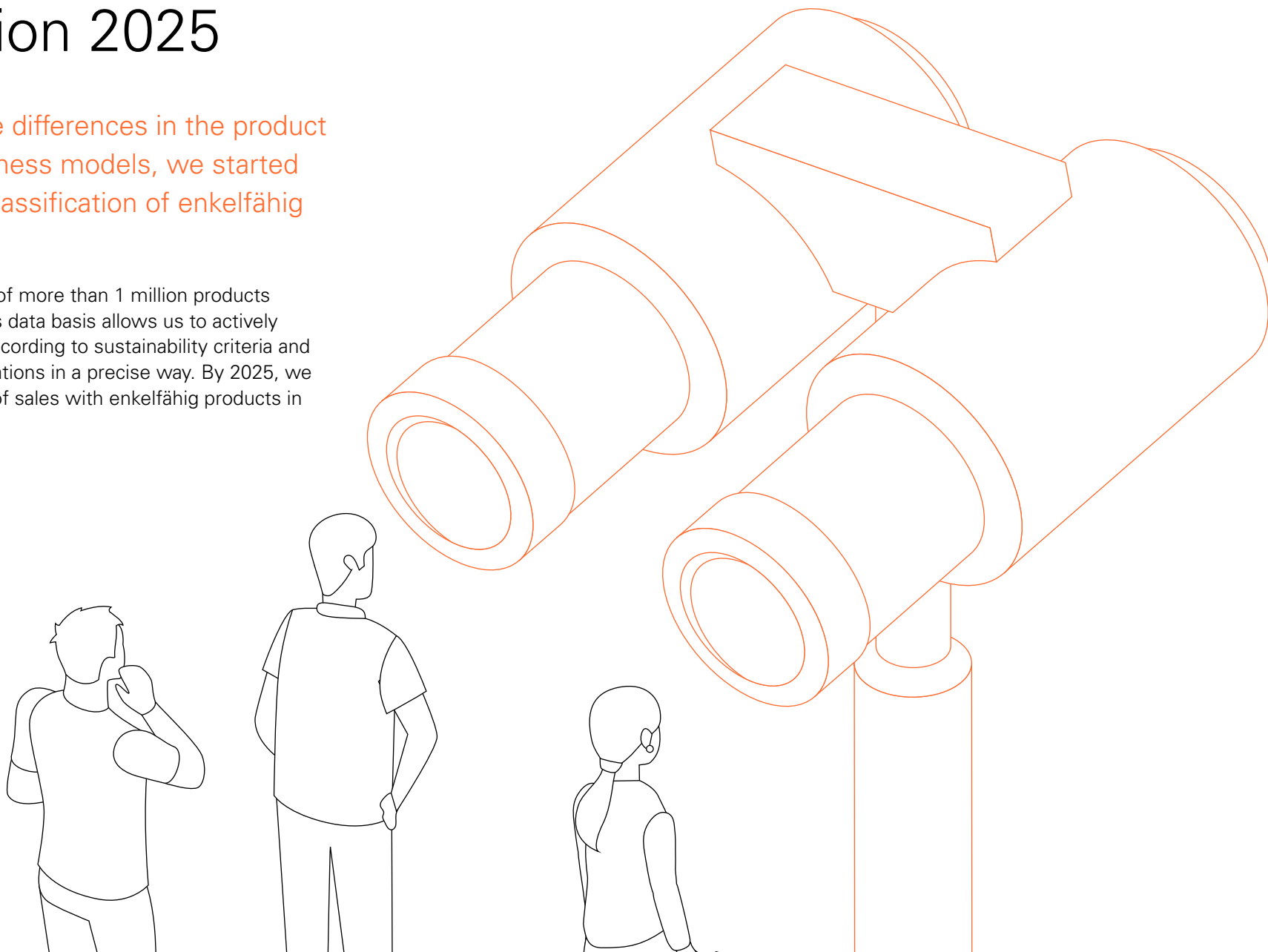
Based on “Haniel Future worth living” and defined by a cross-unit working group. Evaluation by the product management for each criterion is required to be enkelfähig.

# Looking ahead

## Our Ambition 2025

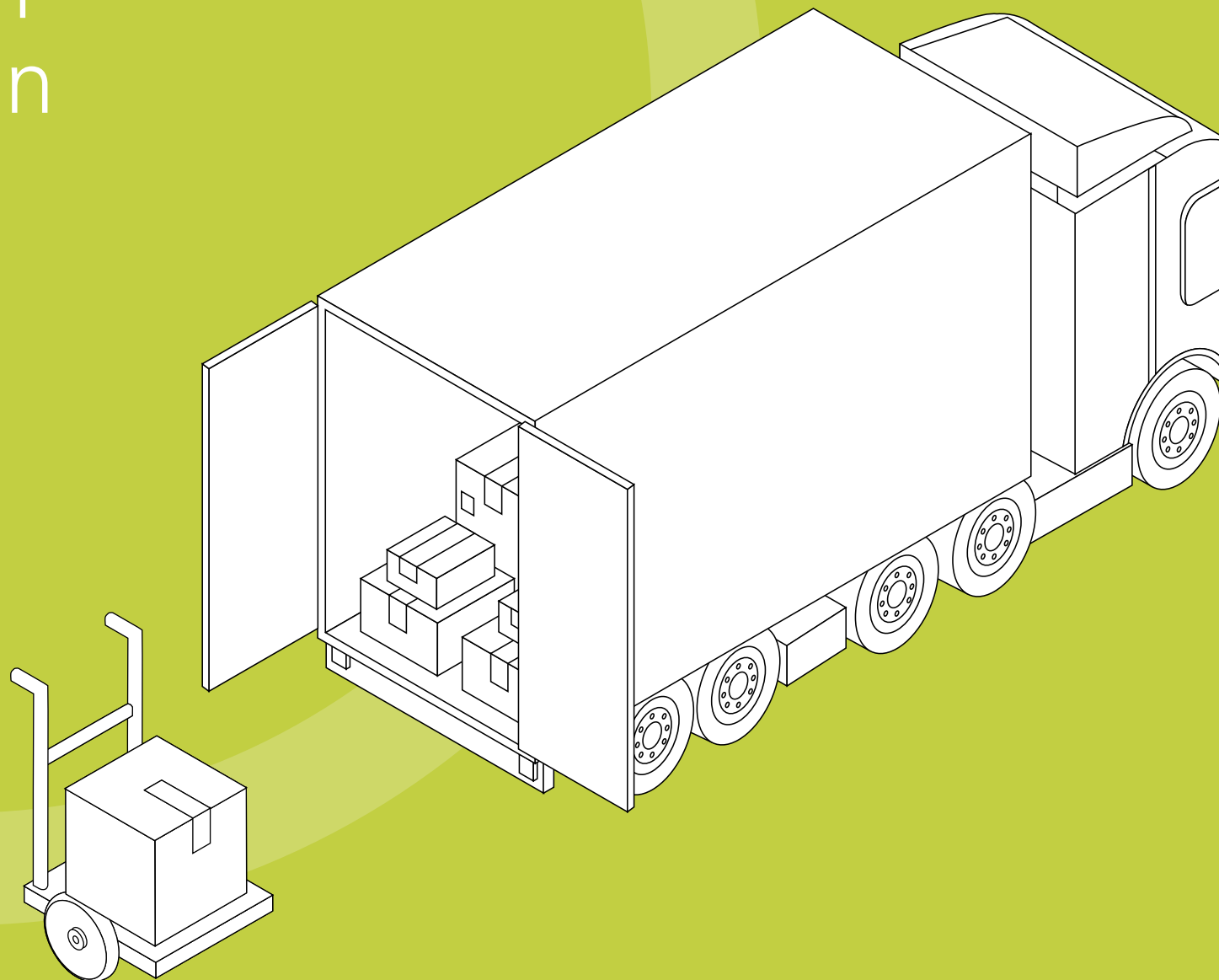
Taking into account the differences in the product portfolios and the business models, we started with the Group-wide classification of enkelfähig products in 2021.

The sustainability performance of more than 1 million products is gradually being reviewed. This data basis allows us to actively manage the product portfolio according to sustainability criteria and to meet our customers' expectations in a precise way. By 2025, we aim to achieve a share of 40% of sales with enkelfähig products in this way.



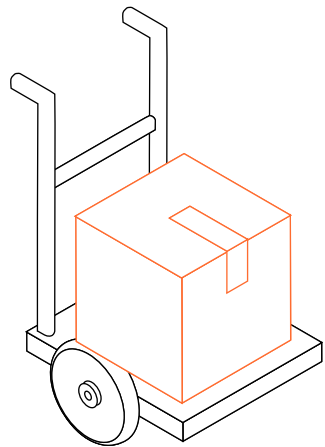
# Spotlight:

## Sustainability in the supply chain



In particular as we are a large retail company, we are responsible for our, partially highly complex, supply chains. After all, the working conditions and the impacts on the environment in raw material extraction, product manufacture and market launch concern us all. In addition, consumers are asking these questions ever more frequently today.

TAKKT anticipates these questions already today with an intensive risk analysis in the supply chain with regard to human and labor rights, ethics, environment and sustainable procurement. Together with an external partner, around 50% of the supply chain is already covered by a self-assessment with an external audit. A comprehensive risk analysis is prescribed by the German Supply Chain Due Diligence Act (Lieferkettensorgfaltspflichtengesetz, LkSG) as from 2023 for TAKKT. We are meeting this challenge and have set ourselves the goal of evaluating more than 80% of the supply chain through this risk analysis by 2025. TAKKT is well positioned for an efficient and effective implementation due to the extensive preparatory work done in recent years on due diligence in the supply chain.



### What specifically is TAKKT doing?

In preparation for the German Supply Chain Due Diligence Act (LkSG), we are forming a cross-functional team with Compliance, Purchasing and Sustainability, among others, which will enable us to make sustainability and risks in our supply chain transparent and manage them across functions.

We will anchor the holistic responsibility for the topic of human rights at both Group and division level. This will ensure full compliance with and implementation of the human rights charter to be published for all TAKKT subsidiaries. Within this context, a transition will be made to concrete risk management on the basis of the comprehensive risk analysis. In this way, measures specifically adapted to each supplier's risk profile will be developed to eliminate or reduce any risks identified, and their implementation status will be regularly monitored. This is how we ensure and take responsibility for a continuously improving supply chain.

If, despite taking precautionary measures, lapses occur in the supply chain, they can be reported via the complaints mechanism to be set up, which is accessible 24/7, so that they can be addressed immediately.

### How does TAKKT inform its stakeholders?

Fully implementing the German Supply Chain Due Diligence Act (LkSG) also includes increasing transparency for all interested members of the public. For example, the cross-functional project team, in consultation with the yet-to-be-appointed CHRO (Chief Human Rights Officer), will regularly publish a substantive report outlining the opportunities and risks as well as the measures taken to safeguard and improve human rights throughout the supply chain.

# GRI Index



# GRI Index



Category	Material topics	Standard	Description	Contents
<b>GRI 101: Foundation 2016</b>		GRI 101	Foundation	<p>TAKKT's GRI Standards Online Report orients itself to the guidelines and specifications of the Global Reporting Initiative (GRI) on sustainability reporting. The current guidelines of the GRI Standard are applied in the preparation of the report. This report was prepared in line with the GRI Standard "core" option.</p> <p>The TAKKT GRI Standards Online Report is broken down according to the GRI Standards reporting schema. The topics, standards and indicators are outlined in the subsections.</p>
<b>GRI 102: General disclosures 2016</b>	Organizational profile	GRI 102-1	Name of the organization	TAKKT AG
		GRI 102-2	Activities, brands, products and services	<p>The TAKKT Group is a portfolio of B2B mail order specialist retailers for workplace equipment. As a management holding company, TAKKT AG's role is strategic management and assistance in the portfolio companies and in the management of the companies using the same value and growth drivers.</p> <p>In addition to responsibility for the strategic alignment of the portfolio and the individual companies, the tasks of TAKKT AG consist of the traditional holding functions such as financing, controlling, human resources and legal. In addition, the holding company promotes and organizes the transfer of know-how between the divisions and supports the business units in implementing the Digital Agenda measures. The companies of the TAKKT Group position themselves as B2B specialist mail order retailers for workplace equipment with a comprehensive range of services and a predominantly horizontal focus. The companies operate in Europe and North America. The portfolio companies are divided into seven divisions operating in different markets. The sales brands pursue either a multi-channel or web-focused approach.</p> <p>Most important brands: KAISER+KRAFT, BiGDUG, ratioform, HUBERT, Central, Displays2Go, Post-Up Stand and National Business Furniture</p> <p>Products and services: see 102-6 Markets served</p> <p>Prohibited products or products not offered and services in markets: no cases in the 2019 reporting period.</p>

Category	Material topics	Standard	Description	Contents
<b>GRI 102:</b> <b>General disclosures 2016</b>	Organizational profile	GRI 102-3	Location of headquarters	Stuttgart, Germany
		GRI 102-4	Location of operations	TAKKT serves markets in 26 countries in around 70 locations in Europe and North America. Germany and the USA are particularly relevant for the sustainability topics covered in the report, as the main sites of the subsidiaries are located in these countries.
		GRI 102-5	Ownership and legal form	<p>TAKKT AG is a stock corporation under German law. The company is listed in the SDAX and has been included in the Prime Standard of the German Stock Exchange since January 01, 2003.</p> <p>Ownership structure as at December 31, 2021:</p> <ul style="list-style-type: none"> <li>• Franz Haniel &amp; Cie. GmbH (FHC): 59.4%</li> <li>• Free float: 40.6%</li> </ul> <p>Regional distribution of institutional investors' free float:</p> <ul style="list-style-type: none"> <li>• USA: 46%</li> <li>• UK: 13%</li> <li>• Germany: 15%</li> <li>• Benelux: 12%</li> <li>• Scandinavia: 10%</li> <li>• Other: 4%</li> </ul>
		GRI 102-6	Markets served	See the TAKKT AG Annual Report 2021, Organization and Business Areas, p. 34 ff.
		GRI 102-7	Size of the organization	<p>In financial year 2021, TAKKT generated sales of 1,178.0 million euro.</p> <ul style="list-style-type: none"> <li>• Number of employees: Headcount as at December 31, 2021: 2,712</li> <li>• Number of locations: around 70</li> <li>• Overall capitalization as at December 31, 2021: 1,007,775 thousand €</li> <li>• Equity: 694,024 thousand €</li> <li>• Liabilities: 421,348 thousand €</li> <li>• Number of orders: 2,500,282</li> <li>• Number of products: &gt; 600,000</li> </ul> <p>See the TAKKT AG Annual Report 2021, from p. 53</p>

Category	Material topics	Standard	Description	Contents
<b>GRI 102:</b> <b>General disclosures 2016</b>	Organizational profile	GRI 102-8	Information on employees and other workers	<p>Total number of employees by employment contract and gender:</p> <ul style="list-style-type: none"> <li>• Employees as at December 31, 2021 (headcount): 2,712</li> <li>• Employees by gender:</li> <li>• Female: 1,166</li> <li>• Male: 1,546</li> <li>• Since 2020, no distinction is made between full-time and part-time.</li> </ul> <p>Workforce by salaried employees and personnel subject to instructions, as well as by gender:</p> <ul style="list-style-type: none"> <li>• Number of managers: 231, of which 63 are female and 168 male</li> <li>• Number of employees and personnel subject to instructions: 2,481, of which 1,103 are female and 1,378 male</li> </ul> <p>Workforce by region and gender:</p> <ul style="list-style-type: none"> <li>• Number of employees at US locations: 822, of which 407 are female and 415 male</li> <li>• Number of employees in Europe: 1,890, of which 759 are female and 1,131 male</li> <li>• Number of employees at TAKKT Holding: 58, of which 32 are female and 26 male</li> </ul> <p>Independent employees do not perform a significant portion of the organization's activities. The number of employees (headcount) increased by 6.9% from 2020 to 2021.</p>

Category	Material topics	Standard	Description	Contents
<b>GRI 102:</b> <b>General disclosures 2016</b>	Organizational profile	GRI 102-9	Supply chain	See the TAKKT AG Annual Report 2021, p. 84
		GRI 102-10	Significant change in the organization and its supply chain	See the TAKKT AG Annual Report 2021, p. 25
		GRI 102-11	Precautionary Principle or approach	<p>The precautionary approach was introduced by the United Nations in Principle 15 of the Rio Declaration on Environment and Development. It states: "In order to protect the environment, the precautionary approach shall be widely applied by States according to their capabilities. Where there are threats of serious or irreversible damage, lack of full scientific certainty shall not be used as a reason for postponing cost-effective measures to prevent environmental degradation."</p> <p>In the TAKKT value added chain, potential negative environmental impacts arise in particular at manufacturers of the sold products. In this regard, TAKKT cooperates with the internationally recognized EcoVadis platform. The screening process make it possible to transparently map the relevant information on sustainable trade in our suppliers' business models and, at the same time, identify development potentials and risks as a precaution (see GRI 308-1 and GRI 407-409). In addition, environmental considerations already play a key role in product selection and development; only in this way can TAKKT meet the targets it has set itself for sales of sustainable products.</p> <p>At our own sites, the precautionary approach is taken into account by certified energy and environmental management systems and working towards the goal of carbon-neutrality by 2025.</p>

Category	Material topics	Standard	Description	Contents
<b>GRI 102:</b> <b>General disclosures 2016</b>	Organizational profile	GRI 102-12	External initiatives	<ul style="list-style-type: none"> <li>• UN Global Compact</li> <li>• Carbon Disclosure Project</li> <li>• Allianz für Entwicklung und Klima (Alliance for Development and Climate)</li> <li>• Diversity Charter</li> </ul>
		GRI 102-13	Membership of associations	<ul style="list-style-type: none"> <li>• UN Global Compact</li> <li>• bevh Bundesverband E-Commerce und Versandhandel (Federal Association for E-Commerce and Mail-Order Trade)</li> </ul>
	Strategy	GRI 102-14	Statement from senior decision-maker	See p. 3 ff.
		GRI 102-15	Key impacts, risks, and opportunities	See the TAKKT AG Annual Report 2021, p. 68
	Ethics and integrity	GRI 102-16	Values, principles, standards, and norms of behavior	<ul style="list-style-type: none"> <li>• TAKKT company values</li> <li>• Code of Conduct for Employees</li> <li>• TAKKT Compliance Guideline</li> </ul>
		GRI 102-17	Mechanisms for advice and concerns about ethics	<ul style="list-style-type: none"> <li>• In the Group-wide Compliance Guideline, both internal and external contact persons are listed.</li> <li>• There is an anonymous whistleblower hotline independent of the organization, to which all employees have access.</li> <li>• Internally, there is the option of contacting the Works Council or the Compliance Officer.</li> <li>• Group-wide Code of Conduct established, setting out guidelines for appropriate behavior.</li> </ul>
		GRI 102-18	Governance structure	See the Declaration on Corporate Governance 2022 <a href="https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance">https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance</a>
		GRI 102-19	Delegating authority	See the Declaration on Corporate Governance 2022 <a href="https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance">https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance</a>
	Management	GRI 102-20	Executive-level responsibility for economic, environmental, and social topics	The TAKKT Management Board is responsible for economic, ecological and social topics. For implementation at the operational level, the Group-wide organizational structure SCORE (Sustainable Corporate Responsibility) was anchored throughout the company. (See also GRI 102-46)
		GRI 102-21	Consulting stakeholders on economic, environmental, and social topics	Consultation with stakeholders takes place at various levels of the organization, including directly between the Management Board and external stakeholders, for example at TAKKT's Annual General Meeting various investor relations events, Banker's Day and Supplier Day. In addition, a comprehensive stakeholder survey is conducted every four years, the results of which are presented to the Management Board. (See also GRI 102-40 102-44)

Category	Material topics	Standard	Description	Contents
<b>GRI 102:</b> <b>General disclosures 2016</b>	Management	GRI 102-22	Composition of the highest governance body and its committees	See the Declaration on Corporate Governance 2022 <a href="https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance">https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance</a>
		GRI 102-23	Chair of the highest governance body	See the Declaration on Corporate Governance 2022 <a href="https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance">https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance</a>
		GRI 102-24	Nominating and selecting the highest governance body	See the Declaration on Corporate Governance 2022 <a href="https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance">https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance</a>
		GRI 102-25	Conflicts of interest	See the Declaration on Corporate Governance 2022 <a href="https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance">https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance</a>
		GRI 102-26	Role of highest governance body in setting purpose, values, and strategy	See the Declaration on Corporate Governance 2022 <a href="https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance">https://www.takkt.de/en/investors/corporate-governance/declaration-on-corporate-governance</a>
		GRI 102-27	Collective knowledge of highest governance body	See the TAKKT AG Annual Report 2021, p. 20 & 28 ff.
		GRI 102-28	Evaluating the highest governance body's performance	See the TAKKT AG Annual Report 2021, p. 28 ff.
		GRI 102-29	Identifying and managing economic, environmental, and social impacts	See the TAKKT AG Annual Report 2021, p. 68
		GRI 102-30	Effectiveness of risk management processes	See the TAKKT AG Annual Report 2021, p. 68
		GRI 102-31	Review of economic, environmental, and social topics	See the TAKKT AG Annual Report 2021, p. 68
		GRI 102-32	Highest governance body's role in sustainability reporting	The Sustainability Report is scrutinized by the Management Board of TAKKT AG and approved. In addition, the Management Board of TAKKT AG prepares the non-financial statement that is scrutinized by the TAKKT AG Supervisory Board.
		GRI 102-33	Communicating critical concerns	An anonymous whistleblower hotline independent of the organization to which all employees have access is available. Internally, there is the option of contacting the Works Council or the Compliance Officer.
		GRI 102-34	Nature and total number of critical concerns	For TAKKT, the confidential handling of critical concerns takes the highest priority. Therefore, no information is published.
		GRI 102-35	Remuneration policies	See the TAKKT AG Annual Report 2021, p. 163 ff.
		GRI 102-36	Process for determining remuneration	See the TAKKT AG Annual Report 2021, p. 163 ff.

Category	Material topics	Standard	Description	Contents
<b>GRI 102:</b> <b>General disclosures 2016</b>	Management	GRI 102-37	Stakeholders' involvement in remuneration	The shareholders of TAKKT AG have the opportunity to express their opinion on the remuneration of the management body and to submit proposals.
		GRI 102-38	Annual total compensation ratio	See the TAKKT AG Annual Report 2021, p. 163
		GRI 102-39	Percentage increase in annual total compensation ratio	1.08 highest paid person, TAKKT average 1.04
	Inclusion of stakeholders	GRI 102-40	List of stakeholder groups	Stakeholder groups of TAKKT AG <ul style="list-style-type: none"> <li>• Customers</li> <li>• Suppliers</li> <li>• Company</li> <li>• Employees</li> <li>• Shareholders</li> </ul>
		GRI 102-41	Collective bargaining agreements	TAKKT's German companies are guided by the collective bargaining agreements in force at the time. Thus, no employees of TAKKT are covered by collective bargaining agreements.  There are no employees covered by collective bargaining agreements in the USA due to the fundamentally different employer-employee relationship.
		GRI 102-42	Identifying and selecting stakeholders	All stakeholders with whom TAKKT comes into contact in the course of its business activities are defined and included as stakeholders. In addition, the key stakeholder groups affected by the impact of TAKKT's business activities are taken into account.
		GRI 102-43	Approach to stakeholder engagement	Every four years, TAKKT conducts a comprehensive stakeholder survey (most recently in 2020/2021), the results of which are decisive for identifying key sustainability topics, goals and derived measures. In addition, TAKKT engages in continuous dialogue with every stakeholder group via individual dialogue formats:  Customers: <ul style="list-style-type: none"> <li>• Regular representative customer surveys</li> <li>• Customer feedback and product reviews in online retail</li> <li>• Complaint and grievance management</li> <li>• Individual measures in customer relationship management</li> <li>• Online communication</li> <li>• Annual and sustainability reports</li> </ul>

Category	Material topics	Standard	Description	Contents
<b>GRI 102: General disclosures 2016</b>	Inclusion of stakeholders	GRI 102-43	Approach to stakeholder engagement	<p>Suppliers:</p> <ul style="list-style-type: none"> <li>• At least annual supplier meetings to discuss goals and improvement potentials of the collaboration</li> <li>• Regular implementation of supplier days</li> <li>• Regular participation in trade fairs</li> <li>• Annual and sustainability reports</li> </ul> <p>Company:</p> <ul style="list-style-type: none"> <li>• Press releases on individual initiatives</li> <li>• Online communication</li> <li>• Annual and sustainability reports</li> <li>• Dialogue with industry associations</li> </ul> <p>Employees:</p> <ul style="list-style-type: none"> <li>• Employee meetings</li> <li>• Intranet communication</li> <li>• Employee magazine</li> <li>• Surveys on employee satisfaction</li> <li>• „Future@TAKKT“ Group Conference (management conference)</li> <li>• Annual employee appraisals</li> <li>• Annual and sustainability reports</li> </ul> <p>Shareholders:</p> <ul style="list-style-type: none"> <li>• Annual General Meeting</li> <li>• Quarterly reports</li> <li>• Semi-annual financial reports</li> <li>• Regular exchanges in quarterly meetings</li> <li>• Regular CR round tables</li> <li>• Investor relations events</li> <li>• Roadshows</li> <li>• Earnings calls</li> <li>• Banker's days</li> <li>• Online communication</li> <li>• Annual and sustainability reports</li> </ul> <p>TAKKT regularly exchanges information with its stakeholders about their requirements and needs, e.g. through customer surveys. TAKKT renders the results of this exchange measurable and integrates them into the company's development. The results of the customer surveys are not communicated externally for confidentiality reasons.</p>

Category	Material topics	Standard	Description	Contents
<b>GRI 102:</b> <b>General disclosures 2016</b>	Inclusion of stakeholders	GRI 102-44	Key topics and concerns raised	<p>In order to better understand the needs of our stakeholders and to review the relevance of the topics (SDGs), fields of action and goals, we conducted the most comprehensive stakeholder survey on sustainability to date in 2020/2021.</p> <p>A quantitative online survey asked 1,250 stakeholders from 18 of our companies across all seven segments in eleven countries which social, environmental and economic requirements are especially important to them and how relevant the SDGs are for TAKKT.</p> <p>The following topics were particularly relevant for the individual stakeholder groups (the top 3 SDGs per stakeholder group)</p> <p>Customers:</p> <ol style="list-style-type: none"> <li>1. Sustainable consumption and sustainable production</li> <li>2. Climate change measures</li> <li>3. Health and well-being</li> </ol> <p>Employees:</p> <ol style="list-style-type: none"> <li>1. Health and well-being</li> <li>2. Sustainable consumption and sustainable production</li> <li>3. Decent work and economic growth</li> </ol> <p>Suppliers:</p> <ol style="list-style-type: none"> <li>1. Sustainable consumption and sustainable production</li> <li>2. Health and well-being</li> <li>3. Climate change measures</li> </ol> <p>The relevant topics expressed in the survey are systematically evaluated as part of the materiality analysis and form the basis for the priorities of the sustainability strategy. The fields of action, goals and measures of TAKKT's sustainability strategy are thus directly aligned to the concerns of stakeholders.</p>

Category	Material topics	Standard	Description	Contents
<b>GRI 102:</b> <b>General disclosures 2016</b>	Reporting	GRI 102-45	List of companies in the consolidated financial statements	<p>For a list of companies in the consolidated financial statements, see the TAKKT AG Annual Report 2021, p. 147 &amp; 148</p> <p>The organizational reporting boundaries for the non-financial or sustainability matters reported in 2021 include all TAKKT companies worldwide except for the following companies:  Mydisplays GmbH  Certeo Business Equipment GmbH  BiGDUG Ltd.  Equip4work Ltd.  büromöbelonline GmbH  Juma International B.V.  Davpack AB und Davpack Kartons und Verpackung GmbH</p> <p>These companies were taken into account when determining the corporate carbon footprint.</p>
		GRI 102-46	Determination of the content of the report and definition of topics	See the section SCORE – our integrated sustainability management approach, p. 21 ff.
		GRI 102-47	List of material topics	See the section SCORE – our integrated sustainability management approach, p. 21 ff.
		GRI 102-48	Restatements of information	<p>As part of the development of the sustainability strategy for the reporting period 2021-2025, against the background of the reorganization of the TAKKT Group structure and the new appointments to the Management Board, the goals published in the previous year's report were supplemented and expanded (see also identification of key topics for the reporting period 2021-2025 under GRI 102-46 and 102-49).</p> <p>For the core business field of action:</p> <ul style="list-style-type: none"> <li>• The goal for increasing sales of sustainable products doubled from 20% to 40%. In addition, the definition of sustainable products was honed further. The "enkelfähig products" project created a detailed, holistic framework for evaluating TAKKT's product portfolio that makes product sustainability transparent, measurable and manageable in 5 categories. (See p. 16)</li> <li>• A new goal for sustainability in the TAKKT value chain was also restated: By 2025, 80% of the purchasing volume is to come from sustainability-certified suppliers.</li> </ul> <p>For the environmental field of action:</p> <ul style="list-style-type: none"> <li>• The goals for climate-neutral paper advertising materials and climate-neutral general cargo and parcel shipments remain in place, but are assigned to the new goal of climate-neutrality for the total Scope 1&amp;2 emissions of all TAKKT companies by 2025</li> </ul>

Category	Material topics	Standard	Description	Contents
GRI 102: General disclosures 2016	Reporting	GRI 102-49	Changes in reporting	<p>With the results of the 2016-2020 reporting period (see the TAKKT Sustainability Report 2020), TAKKT will start a new reporting period from 2021, which will not only be reflected in new ambitious goals for 2025, but also in a redefinition and reassignment of the key sustainability topics based on current stakeholder expectations.</p> <p>In addition, since 2018, the Sustainable Development Goals have been the authoritative guidelines of TAKKT's sustainability strategy. The identification of the key topics in the stakeholder survey was therefore based on the Sustainable Development Goals (SDGs) for the first time in 2020/2021. The SDGs relevant to the stakeholders were assigned to TAKKT's fields of action on the one hand and the topic-specific GRI standards on the other, and corresponding goals, indicators and measures were subsequently derived. This results in a redefinition of the material sustainability topics compared to the last GRI Report 2019.</p> <p>See also GRI 102-46, 102-47, 102-48</p> <p>In order to ensure that the new goals are achieved and to further improve transparency and cooperation on the subject of sustainability within the restructured TAKKT Group structure, a fundamentally renewed SCORE governance system has been created as a foundation for the new reporting period (see p. 33). Directly involving the management levels of all TAKKT companies, including sustainability key figures in the regular assessment of the most important business indicators (Health of Business KPIs) and creating topic-specific responsibilities as well as for their cross-group exchange, ensures that individual topics can be managed in an integrated manner and that the Group-wide synergies on the topic of sustainability can be strengthened.</p> <p>In order to inform and involve TAKKT stakeholders even more comprehensively and regularly, a detailed GRI report will be published annually in the future (instead of every two years as in the past).</p>
				GRI 102-50
				GRI 102-51
				GRI 102-52
				GRI 102-53
				GRI 102-54
			Reporting period	Calendar year = financial year = 2021
			Date of most recent report	03/30/2022
			Reporting cycle	Previously, the key figures were published annually and the more comprehensive GRI report biennially. In the future, a comprehensive GRI report will be published annually.
			Contact point for questions regarding the report	Philipp Petry, Vice President Group Strategy & Sustainability
			Claims of reporting in accordance with the GRI Standards	This report was prepared in line with the GRI Standard: "core" option.

Category	Material topics	Standard	Description	Contents
<b>GRI 102:</b> <b>General disclosures 2016</b>	Reporting	GRI 102-55	GRI content index	The TAKKT Sustainability Report 2021 was prepared in accordance with the guidelines and specifications of the Global Reporting Initiative (GRI). All the relevant information is listed in the GRI Standards content index (from p. 45) or reference is made to the relevant information in the Annual Report.
		GRI 102-56	External assurance	At the request of TAKKT AG's Management Board, the Sustainability Report 2021 was subjected to an independent review by the audit firm Ebner Stolz GmbH & Co. KG (see certification p. 69 ff.).  The audit firm has continuously been engaged as the auditor for TAKKT AG, Stuttgart, since financial year 1999.
<b>GRI 103:</b> <b>Management approach 2016</b>		GRI 103-1	Explanation of the material topic and its Boundary	For the rationale behind the materiality of the topics of the impact identification process used by TAKKT with respect to the topics, see GRI 102-46 and GRI 103-2. The impacts of the individual topics and their mitigation are described in the management approaches of the respective topic-specific standards.  Unless otherwise stated, the topics are respectively material for all fully consolidated entities within the reporting boundaries according to GRI 102-45.
		GRI 103-2	The management approach and its components	See the section SCORE – our integrated sustainability management approach, p. 21
		GRI 103-3	Evaluation of the management approach	The effectiveness of the management approach is regularly reviewed by the respective managers, based among other things on the results of internal operational audits as well as benchmarking and exchange with other market players in the same or other industries. In addition, the efficiency review regularly incorporates feedback from external stakeholders (compare disclosures 102-43 and 102-44). Key measures and progress made are continuously and transparently reported on by TAKKT and communicated to stakeholders. In doing so, TAKKT implements recognized reporting standards such as the GRI disclosures and the specifications of the Carbon Disclosure Project. If challenges are identified in the implementation of the management approach, discussions are held involving all stakeholders to identify opportunities to further improve the efficiency of the management approach. This may include, in particular, adjustments in the allocation of resources or responsibilities if this improves the implementation of the processes.
<b>GRI 201:</b> <b>Economic performance 2016</b> <b>(not material)</b>		GRI 201	Economic performance	TAKKT and all its subsidiaries aim to be economically successful in the long term and to conduct their business activities in an environmentally and socially responsible manner. The company is committed to reducing greenhouse gas emissions generated by its business processes, using renewable energy sources, and conserving natural resources. In addition, the company helps to minimize the negative impacts of its business activities by selling and, where available, developing products and services that are more socially and environmentally responsible and by expanding its more sustainable product range.

Category	Material topics	Standard	Description	Contents
<b>GRI 201: Economic performance 2016 (not material)</b>		GRI 201-1	Direct economic value generated and distributed	See the TAKKT AG Annual Report 2021, p. 84
		GRI 201-2	Financial implications and other risks and opportunities due to climate change	There are currently no significant opportunities and risks from climate change at TAKKT. Nevertheless, TAKKT is aware of its impacts on climate change and intends to conduct a risk assessment on the topic of carbon foot printing in the medium term in order to adequately mitigate any risks found.
<b>GRI 204: Procurement practices 2016 (not material)</b>		GRI 204	Procurement practices	<p>Our products generally contain several parts and components. Our supply chain is equally complex: Depending on the vertical integration, it comprises several suppliers, mainly from the regions of Europe, North America and Asia. These in turn may have sub-suppliers. And with every innovation and market development, the supply chain continues to evolve dynamically – as it did during the reporting period.</p> <p>For sustainable supply chain management, we already take a close look at the onboarding of new suppliers. Through regular communication and exchange with suppliers, we aim to monitor social standards and environmental requirements. Thus, many suppliers are committed to our Codes of Conduct, depending on the associated contracting company. In doing so, we are guided by the requirements of the UN Declaration of Human Rights, the International Labor Organization (ILO), the Convention on the Rights of the Child and the SA8000 social standard.</p> <p>The focus is on: 1. Compliance with laws, 2. Prohibition of discrimination, 3. Prohibition of forced labor, 4. Freedom of assembly, 5. Prohibition of child labor, 6. Fair pay, 7. Compliance with working hours, 8. Health and safety at the workplace, 9. Environmental protection, 10. Combating of corruption, 11. Complaints mechanisms. The supplier undertakes, within the scope of its capabilities, to establish effective systems for implementation and also to enforce these requirements in its supply chain.</p> <p>In the medium term, we would like to take a closer look at the supply chain. To this end, some subsidiaries have already been using internationally established external service providers for many years to assess the sustainability of suppliers in the areas of human and labor rights, work ethics, the environment and ethics, and sustainable procurement, and to strive for improvements. The value of the purchasing volume covered by such a sustainability rating is expected to exceed the 80% mark by 2025.</p>
		GRI 204-1	Proportion of spending on local suppliers	In 2021, 59.7% of the procurement budget was attributable to local suppliers. The share is reported for both the European and the American companies. For the European companies, local means that goods are procured from suppliers with European headquarters (excluding Turkey and Eastern Europe). For the American companies, suppliers from the countries USA and Canada are defined as local.

Category	Material topics	Standard	Description	Contents
<b>GRI 301: Materials in 2016 (not material)</b>		GRI-301	Materials	<p>Due to TAKKT AG's participation in a wide variety of companies, the range of materials used is also broad. In terms of internal consumption, paper plays the most important role as a packaging material and advertising medium. By systematically expanding our e-commerce activities and shifting our marketing budget from print advertising to online marketing, we are systematically reducing our paper consumption in the process.</p> <p>As a primarily retail and only to an extremely limited extent self-manufacturing company, the selection of materials for the products lies in particular in the area of subcontractors and suppliers. TAKKT AG itself has no influence on the materials used, since the use of materials by experts takes place in the manufacturing companies - and only rarely in exchange with subsidiaries. Through the current evaluation of the entire product portfolio based on the enkelfähig rating, the selection of renewable raw materials as well as sustainably certified raw materials is promoted.</p>
		GRI 301-1	Materials used by weight or volume	The total paper consumption for e.g. advertising material, packaging or office supplies was 5,996,423 kg in 2021.
		GRI 301-2	Recycled input materials used	The share of recycled paper in total paper consumption was 62.5% in 2021.
<b>GRI 302: Energy 2016</b>		GRI 302	Energy consumption	<p>Protecting the environment is an integral part of our business strategies. Against this background, we have established (certified) environmental management systems and/or energy management systems at many of our major locations. In this way, we aim to promote efficient and environmentally friendly business activities that are both legally compliant and pioneering for the industry. The individual subsidiaries are responsible for the careful use of resources. They also set targets in this area and, if necessary, we advise and guide them with regard to recording, evaluation and potential savings. Where environmental and energy management systems are in place, we have also set reduction targets. 7 of our companies work with a certified energy management system.</p>
		GRI 302-1	Energy consumption within the organization	<p>Consumption of fuels from non-renewable sources: 16,539,609 megajoules  Consumption of electrical power: 43,964,547 megajoules  Consumption of heating energy: 65,990,210 megajoules  Renewable energy from domestic production: 3,739,17 megajoules  Total energy consumption: 130,233,683 megajoules</p> <p>The carbon footprint for TAKKT as a whole was determined for the first time for 2021. In contrast to the same period in the previous year, the determination was carried out according to the Greenhouse Gas Protocol for the first time. The figures are thus not comparable with the previous years and 2021 is therefore the new baseline.</p>
		GRI 302-2	Energy consumption outside of the organization	Energy consumption outside the organization is only determined in part and not reported as it does not form part of value creation and thus the reporting boundaries of TAKKT.

Category	Material topics	Standard	Description	Contents	
GRI 302: Energy 2016		GRI 302-3	Energy intensity	Energy consumption per order	
				Unit	2021
				Megajoule per order	52.1
				The carbon footprint for TAKKT as a whole was determined for the first time for 2021. In contrast to the same period in the previous year, the determination was carried out according to the Greenhouse Gas Protocol for the first time. The figures are thus not comparable with the previous years and 2021 is therefore the new baseline.	
		GRI 302-4	Reduction of energy consumption	Due to the expanded recording according to the Greenhouse Gas Protocol, this cannot be reported. 2021 is the baseline.	
		GRI 302-5	Reduction in energy requirements for products and services	This disclosure is not relevant for TAKKT, as the products and services it sells usually entail little or no energy consumption during operations.	
GRI 305: Emissions 2016		GRI 305	Emissions	We collect and publish the key figures required for greenhouse gas accounting in accordance with the principles of the Greenhouse Gas Protocol.	
				In line with this leading global accounting standard, we differentiate our CO <sub>2</sub> -emissions according to three categories, the so-called Greenhouse Gas Scopes. Scope 1 includes all emissions that we ourselves cause through the combustion of energy sources at our locations, for example via our company cars.	
				We assign Scope 2 to all emissions caused by the generation of the energy we purchase from external suppliers, such as electricity. Under Scope 3, we include those emissions that occur before (upstream, such as transport emissions from logistics companies) or after (downstream, such as the product use phase) our corporate activities. As we only have a minor influence on Scope 3 emissions, these are not or not fully determined at the current time.	
				GRI 305-1	Direct (Scope 1) GHG emissions
				Unit	2021
				t CO <sub>2</sub> e	4,324
				The carbon footprint for TAKKT as a whole was determined for the first time for 2021. In contrast to the same period in the previous year, the determination was carried out according to the Greenhouse Gas Protocol for the first time. The figures are thus not comparable with the previous years and 2021 is therefore the new baseline.	

Category	Material topics	Standard	Description	Contents
GRI 305: Emissions 2016		GRI 305-2	Energy indirect (Scope 2) GHG emissions	Indirect GHG emissions (Scope 2)
				Unit 2021
				t CO <sub>2</sub> e 5,452
				The carbon footprint for TAKKT as a whole was determined for the first time for 2021. In contrast to the same period in the previous year, the determination was carried out according to the Greenhouse Gas Protocol for the first time. The figures are thus not comparable with the previous years and 2021 is therefore the new baseline
		GRI 305-3	Other indirect (Scope 3) GHG emissions	Indirect GHG emissions (Scope 3)
				Unit 2021
				t CO <sub>2</sub> e 10,040
				Reported for the emissions arising in CO <sub>2</sub> -equivalents during the production of paper-based advertising.
		GRI 305-4	GHG emissions intensity	GHG emissions intensity
				Unit 2021
				kg CO <sub>2</sub> e per order 3.9
				The carbon footprint for TAKKT as a whole was determined for the first time for 2021. In contrast to the same period in the previous year, the determination was carried out according to the Greenhouse Gas Protocol for the first time. The figures are thus not comparable with the previous years and 2021 is therefore the new baseline.
		GRI 305-5	Reduction of GHG emissions	Due to the expanded recording according to the Greenhouse Gas Protocol, this cannot be reported. 2021 is the baseline.

Category	Material topics	Standard	Description	Contents
<b>GRI 306:</b> <b>Waste 2020</b>		GRI 306	Waste	Our goal is to reduce waste volumes regardless of the geographic location and function of our locations. To achieve this, it is important to create transparency about the waste value streams and to correctly separate the different types of waste. For the professional disposal of waste, we always work with licensed and regularly certified waste disposal companies. Thus, we ensure the highest possible recycling rates of the waste. In addition, we minimize waste, such as paper, cardboard or scrap, and try to avoid wastage and refuse. Through efficient fixtures, we try to reduce the amount of water used at many office locations.
		GRI 306-3	Waste generated	In 2021, 621,425.78 metric tons of waste were generated. The total amount is composed of 0.78 metric tons of hazardous waste and 621,425 metric tons of non-hazardous waste  A total of 265,413.3 metric tons of waste was recycled. This involved recycling 0.3 metric tons of hazardous waste and 265,413 metric tons of non-hazardous waste.
		GRI 306-4	Waste diverted from disposal	A total of 265,413.3 metric tons of waste were recycled. This involved recycling 0.3 metric tons of hazardous waste and 265,413 metric tons of non-hazardous waste.
		GRI 306-5	Waste directed to disposal	A total of 356,012 metric tons of non-hazardous waste were sent for disposal. Of this, 94,060 metric tons were landfilled and 261,778 metric tons incinerated. For 174 metric tons, the final disposal route could not be determined.  In the case of hazardous waste, 0.48 metric tons were forwarded and landfilled.
<b>GRI 307:</b> <b>Environmental compliance 2016</b>		GRI 307	Environmental compliance	TAKKT and all of its subsidiaries work within the boundaries of the environmental laws applicable at the location. In addition, TAKKT systematically monitors all environmental requirements at all sites with an environmental management system and adjusts operational processes and overall actions as necessary. 10 of our companies work with a certified environmental management system.
		GRI 307-1	Non-compliance with environmental laws and regulations	In the reporting period, there was no known non-compliance with environmental protection laws and regulations.

Category	Material topics	Standard	Description	Contents
<b>GRI 308: Supplier environmental assessment 2016</b>		GRI 308	Supplier environmental assessment	<p>More sustainability throughout the supply chain – this is what investors, analysts, but also legislators and society are increasingly demanding. This is because increased globalization in particular is bringing the supply chain into focus. Already during the extraction of raw materials and their processing, there is a risk of human rights violations and negative environmental impacts. This is because some of them come from countries that do not have adequate environmental and social standards.</p> <p>Our goal is to combine economic success with responsible action toward the environment, people and society – along the entire value chain. Accordingly, we also hold our direct suppliers to account and expect them to adhere to ecological and social standards. In addition, we also expect these same obligations to be reviewed and passed down into the deeper supply chain to the extent possible. At the same time, sustainable supply chain management consolidates our stakeholders' trust in TAKKT as a responsible partner.</p> <p>To accomplish this task, we view our suppliers as partners and make use of a sustainability assessment tool. This self-assessment evaluates our suppliers in the areas of the environment, labor and human rights, ethics and sustainable procurement. The purchasing volume in euros sourced via certified suppliers is already just under 50%. But here, in particular, we want to improve, also in view of the Supply Chain Act, and regard a coverage of 80% by 2025 as realistic.</p>
		GRI 308-1	New suppliers that were screened using environmental criteria	In 2021, 5 new suppliers went through the Ecovadis assessment process
		GRI 308-2	Negative environmental impacts in the supply chain and actions taken	<p>For TAKKT as a retail company, the procurement of goods is already an important part of the value chain. For this reason, TAKKT pays a great deal of attention to sustainability in the supply chain. In this regard, TAKKT cooperates with the internationally recognized EcoVadis platform. The screening process make it possible to transparently map the relevant information on sustainable trade in our suppliers' business models and, at the same time, identify development potentials. Through regular repeat audits, TAKKT aims to measure supplier progress and improvement. The four areas that EcoVadis analyzes are "environment", "social conditions", "ethics" and "supply chain". The results can be viewed by TAKKT's product managers in the online portal, who can then make suggestions for improvement to suppliers and draw up development plans. The evaluation program was successfully tested in 2013. Since then, it has been gradually expanded.</p> <p>In 2021, the purchasing volume of suppliers certified by EcoVadis amounted to 49.6%. TAKKT has set itself the goal of sourcing 80% of its purchasing volume from sustainably certified sources by 2025. In addition, relevant environmental and social risks throughout the supply chain will be systematically recorded, assessed and reported from next year as part of reporting on the German Supply Chain Due Diligence Act.</p>

Category	Material topics	Standard	Description	Contents
GRI 401: Employment 2016		GRI 401	Employment	<p>We make our decision-making processes transparent to employees and enable them to participate in them. We treat them as partners, respect their interests and actively involve them in the company's activities. We have set out how we assume responsibility in our employee relations in our guidelines and bargaining agreements. Human resources covers the topics of HR and labor policy as well as HR development, HR services and the organization, and contributes to innovation and efficiency with its holistic strategy. Our goal is to ensure a competitive workforce as well as contemporary leadership and profitability.</p> <p>We also want to promote a culture of diversity and inclusion.</p>
		GRI 401-1	New employee hires and employee turnover	<p>In order to achieve these goals, we use modern instruments: We use the eNPS (employee Net Promoter Score) for data collection and management. It measures employee retention and satisfaction. Employee feedback is divided into detractors, passives and promoters. Since satisfied employees lead to satisfied customers, we conduct this survey 2x a year. The results are addressed in the individual companies and individual improvement measures are developed and implemented jointly. In the most recent round at the end of 2021, for example, we achieved a score of +16% within all companies and improved by +4% Group-wide compared with the previous year (2020: +12 %).</p>
GRI 401: Employment 2016		GRI 401-2	Benefits provided to full-time employees that are not provided to temporary or part-time employees	<p>No differences between full-time and part-time employees</p>
		GRI 401-3	Parental leave	<p>Total number of employees entitled to parental leave:</p> <ul style="list-style-type: none"> <li>• Male: 1,181</li> <li>• Female: 844</li> </ul> <p>Total number of employees who took parental leave:</p> <ul style="list-style-type: none"> <li>• Male: 33</li> <li>• Female: 69</li> </ul> <p>Total number of employees who returned to work after the end of parental leave</p> <ul style="list-style-type: none"> <li>• Male: 30</li> <li>• Female: 35</li> </ul> <p>Total number of employees who returned to work after the end of their parental leave who were still employed twelve months after their return:</p> <ul style="list-style-type: none"> <li>• Male: For 30 returnees, at least 12 months have passed since their return since January 1, 2021.</li> <li>• Female: For 34 returnees, at least 12 months have passed since their return since January 1, 2021.</li> </ul>

Category	Material topics	Standard	Description	Contents
<b>GRI 401: Employment 2016</b>		GRI 401-3	Parental leave	<p>Return to work rates</p> <ul style="list-style-type: none"> <li>• The rate of return to work cannot be calculated at this time.</li> </ul> <p>It is not possible to say how many of the employees currently on parental leave will return to work.</p> <p>Retention rate:</p> <ul style="list-style-type: none"> <li>• As already stated for the return to work rate, the retention rate cannot be calculated at the present time either.</li> </ul>
<b>GRI 402: Labor/management relations 2016</b>		GRI 402	Labor/management relations	<p>We make our decision-making processes and future strategy transparent to employees and enable them to participate in them. We treat them as partners, respect their interests and actively involve them in the company's activities. How we assume responsibility in our employee relations is anchored in our guidelines and Works Council agreements. In addition, we grant our employees comprehensive rights and lay down further regulations in various Works Council agreements. The agreements cover topics such as mobile working or trust-based working hours. In addition, we enable family-friendly working hours models.</p>
<b>GRI 403: Occupational health and safety 2018</b>		GRI 403	Occupational health and safety	<p>It is part of our social responsibility as an employer and an expression of our appreciation to enable employees to work in a healthy environment and safely. At the same time, the performance and productivity of our employees play a crucial role in our business success. Our occupational safety strategy includes high standards for the design of workplaces and processes. We also work systematically to reduce occupational and health-related risks. Our goal is to prevent accidents and health impairments to employees from occurring in the first place. That is why we take a preventive approach to health and safety and assess the potential hazards of workplaces and processes at an early stage. Our goal is to prevent accidents and health impairments to employees from occurring in the first place. That is why we take a preventive approach to health and safety and assess the potential hazards of workplaces and processes at an early stage.</p>
		GRI 403-1	Occupational health and safety management system	<p>All TAKKT business units record work-related accidents at all locations in accordance with the respectively applicable national laws. Serious accidents are reported to the relevant authorities or organizations. So far, only lost-time incidents, i.e. accidents resulting in sick leave or loss of productive work, have been recorded centrally for all business units. 36 incidents were reported in 2021. An occupational illness rate is not determined at TAKKT as there are no employees with an illness risk due to their occupation. TAKKT aims to continuously improve in the area of occupational health and safety and regularly prepares the required risk assessments in order to derive improvement measures.</p>
		GRI 403-9	Work-related injuries	<p>In 2021, there were 36 accidents with a loss in time of &gt; 1 day in the TAKKT Group.</p>

Category	Material topics	Standard	Description	Contents
<b>GRI 404:</b> <b>Training and education</b> <b>2016</b>		GRI 404	Training and continuing education	Securing the personal qualifications of all employees and developing them in line with the relevant activity is one of the most important goals for us. Investing in the further training of employees is also an investment in the company's future viability. On the one hand, we expect our employees to take an active role in the qualification process and to develop new career perspectives independently. On the other hand, we also support this with our annual performance process, which includes employee, development and target agreement meetings.
		GRI 404-1	Average hours of training per year per employee	The information regarding training and continuing education are not currently recorded centrally. Since continuing education in particular also includes self-study by employees, it is not currently possible to record this data.
		GRI 404-2	Programs for upgrading employee skills and transition assistance programs	An extensive range of internal training and development courses is available, as well as the opportunity to take external seminars or courses.  The need for personal continuing education is discussed at least once a year with each employee personally and measures to implement the requirement are agreed.
		GRI 404-3	Percentage of employees receiving regular performance and career development reviews	100% worldwide
<b>GRI 405:</b> <b>Diversity and equal opportunity</b> <b>2016</b>		GRI 405	Diversity and equal opportunity	The entire workforce is called upon to treat each other with respect and appreciation. Managers act as role models and bear special responsibility for a fair corporate culture. We demonstrate this by signing the UN Global Compact and, in some subsidiaries, by signing and actively practicing the Diversity Charter. In this way, we take responsibility for equal opportunities for all our employees.
		GRI 405-1	Diversity of governance bodies and employees	For us, one indicator of the implementation of social sustainability within our own corporate boundaries is the share of women in management positions, which is to be increased to 45% by 2025 and to over 50% from 2026. To underscore this issue, TAKKT signed the Diversity Charter in 2018. We aim to further intensify our efforts in this area in the future.  What we have achieved so far: In a first step, the share of women in top executive positions (CEO and Vice Presidents of TAKKT and Presidents of the business units) increased from 10% to 18.6% between 2016 and 2021. In the future, we will expand this goal to all management positions (see above).  The Management Board was reduced from three male members to one female Chairperson and one male Chief Financial Officer. The Chairperson of the Management Board is in the 30-50 age group and the Chief Financial Officer is older than 50. Minority affiliations are not recorded as this is sensitive personal information.

Category	Material topics	Standard	Description	Contents
<b>GRI 406:</b> <b>Non-discrimination 2016</b>		GRI 406	Non-discrimination	If employees are affected by discrimination, bullying or sexual harassment or observe such violations among colleagues, various points of contact are at their disposal: managers, HR, the Chief Compliance Officer and, where available, the Works Council. In joint discussions with all those affected, we examine the matter and document the incident. Our whistleblower system enables employees and external whistleblowers worldwide to report violations of rules that pose a high risk to the company and its employees. This includes serious cases of sexual harassment, discrimination and racism, as well as breaches of rules that can cause serious damage to the company's reputation. In verifiable cases, we will take measures under labor law depending on the severity of the violation.
		GRI 406-1	Incidents of discrimination and corrective actions taken	A reporting system is set up at all TAKKT locations. In 2021 there was one incident.
<b>GRI 407:</b> <b>Freedom of association and collective bargaining 2016</b>		GRI 407	Freedom of association and collective bargaining	All employees of TAKKT but also of the subsidiaries have the option of freedom of association. Neither TAKKT AG nor its subsidiaries prevent this. Where a Works Council is already in place, we work together constructively and in partnership.
		GRI 407-1	Operations and suppliers in which the right to freedom of association and collective bargaining may be at risk	For TAKKT as a retail company, the procurement of goods is already an important part of the value chain. For this reason, TAKKT pays a great deal of attention to sustainability in the supply chain. In this regard, TAKKT cooperates with the internationally recognized EcoVadis platform. The screening process make it possible to transparently map the relevant information on sustainable trade in our suppliers' business models and, at the same time, identify development potentials. Through regular repeat audits, TAKKT aims to measure supplier progress and improvement. The four areas that EcoVadis analyzes are "environment", "social conditions", "ethics" and "supply chain". The results can be viewed by TAKKT's product managers in the online portal, who can then make suggestions for improvement to suppliers and draw up development plans. The evaluation program was successfully tested in 2013. Since then, it has been gradually expanded.
<b>GRI 408:</b> <b>Child labor 2016</b>		GRI 408	Child labor	TAKKT and all its subsidiaries work actively against child labor, forced or compulsory labor. This is underlined by signing the UN Global Compact. Depending on the assignment of suppliers to our subsidiaries, this is again demonstrated, where applicable, in the Code of Conduct, which suppliers must sign.
		GRI 408-1	Operations and suppliers at significant risk for incidents of child labor	In 2021, the purchasing volume of suppliers certified by EcoVadis amounted to 49.6%. TAKKT has set itself the goal of sourcing 80% of its purchasing volume from sustainably certified sources by 2025. In addition, relevant environmental and social risks throughout the supply chain will be systematically recorded, assessed and reported from next year as part of reporting on the German Supply Chain Due Diligence Act.

Category	Material topics	Standard	Description	Contents
<b>GRI 409: Forced or compulsory labor 2016</b>		GRI 409	Forced or compulsory labor	TAKKT and all its subsidiaries work actively against child labor, forced or compulsory labor. This is underlined by signing the UN Global Compact. Depending on the assignment of suppliers to our subsidiaries, this is again demonstrated, where applicable, in the Code of Conduct, which suppliers must sign.
		GRI 409-1	Operations and suppliers at significant risk for incidents of forced or compulsory labor	For TAKKT as a retail company, the procurement of goods is an important part of the value chain. For this reason, TAKKT pays a great deal of attention to sustainability in the supply chain. In this regard, TAKKT cooperates with the internationally recognized EcoVadis platform. The screening process make it possible to transparently map the relevant information on sustainable trade in our suppliers' business models and, at the same time, identify development potentials. Through regular repeat audits, TAKKT aims to measure supplier progress and improvement. The four areas that EcoVadis analyzes are "environment", "social conditions", "ethics" and "supply chain". The results can be viewed by TAKKT's product managers in the online portal, who can then make suggestions for improvement to suppliers and draw up development plans. The evaluation program was successfully tested in 2013. Since then, it has been gradually expanded.
<b>GRI 413: Local communities 2016</b>		GRI 413-1	Operations with local community engagement, impact assessments, and development programs	The option of a paid leave of absence is offered in order to implement charitable projects. 11.3% of the total workforce made use of this option. Committees and procedures for consulting local communities or impact assessments do not occur beyond what is required by law as there are no significant negative impacts on local communities at TAKKT locations.
<b>GRI 414: Supplier social assessment 2016</b>		GRI 414	Supplier social assessment	In addition to the environmental assessment of suppliers, social assessment and compliance with human rights is also an important issue. TAKKT conducts this assessment by using the service provider EcoVadis. The goal is to source more than 80% of the purchasing volume from socially and environmentally rated suppliers by 2025.
		GRI 414-1	New suppliers that were screened using social criteria	In 2021, 5 new suppliers went through the Ecovadis assessment process
		GRI 414-2	Negative social impacts in the supply chain and actions taken	Suppliers also undertake to comply with the highest labor, safety and health standards and all applicable national and international regulations.
<b>GRI 417: Marketing and labeling 2016</b>		GRI 417	Marketing and labeling	As part of its sustainability communications, TAKKT well as its subsidiaries, implements various measures to enable informed purchasing decisions and to inspire consumers to adopt more sustainable products and services. Credibility, transparency and a target-group-specific approach are important principles of communication.
		GRI 417-1	Requirements for product and service information and labeling	TAKKT companies implement the applicable national and international standards for product labeling. This can involve both the origin of components and the composition of products, e.g. as part of the implementation of the REACH directive.

Confirmation for the section  
„2021 Results“ of the report  
„Sustainability Report 2021“  
of TAKKT AG, Stuttgart, for the  
calendar year 2021

To the management board  
of TAKKT AG, Stuttgart

We have reviewed the section “2021 Results”  
of the report “Sustainability Report 2021”  
of TAKKT AG, Stuttgart.

The report comprises the period from January 1st  
to December 31st, 2021. The report was prepared in  
accordance with the principles, stakeholder inclusive-  
ness, sustainability context, materiality, complete-  
ness, accuracy, balance, clarity, comparability, reliabil-  
ity and timeliness specified in the GRI Standards of  
the Global Reporting Initiative (GRI 101 pages 7-16).  
It is the responsibility of the management board of  
TAKKT AG to prepare the report. Our task is to provide  
a confirmation for the section “2021 Results” of the  
report “Sustainability Report 2021” on the basis of  
our audit review.

We conducted the audit review on the section “2021  
Results” of the report “Sustainability Report 2021” in  
accordance with the International Standard on Assur-  
ance Engagements (ISAE) 3000 (Revised): “Assurance  
Engagements other than Audits or Reviews of Histor-  
ical Financial Information” established by the Interna-  
tional Auditing and Assurance Standards (IAASB).

Accordingly, it is required that the audit review is to  
be planned and performed in such a manner that we  
can preclude with limited assurance, through critical  
appraisal, that the report section has not in all material

aspects been prepared in accordance with the under-  
lying principles specified in the GRI Standards of the  
Global Reporting Initiative (GRI 101 pages 7-16) for the  
period from January 1st to December 31st, 2021.

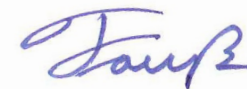
Based on our audit review we did not become aware  
of any facts which lead us to assume that the section  
“2021 Results” of the report “Sustainability Report  
2021” has not been prepared in all material aspects  
in accordance with the underlying principles specified  
in the GRI Standards of the Global Reporting Initiative  
(GRI 101 pages 7-16).

Stuttgart, 16 March 2022

Ebner Stolz GmbH & Co. KG  
Wirtschaftsprüfungsgesellschaft  
Steuerberatungsgesellschaft



Dr. Christoph Eppinger  
Wirtschaftsprüfer



Stefan Fauß  
Wirtschaftsprüfer

