



Corporate Social Responsibility 2024



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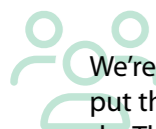


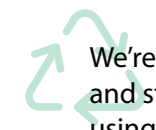
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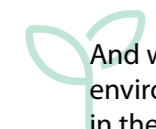
Introduction

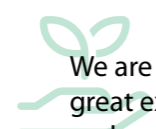
Viking cares passionately about what we do, how we do it and the impact this has on the communities around us, our people and our customers.

We demonstrate this passion through our key themes linked to the principles in the RAJA Group Corporate Social Responsibility policy which forms the core of our corporate social responsibility ethos.

 We're passionate about people and put them at the heart of everything we do. That means supporting employees to live healthy lives, promoting well-being and creating inclusive, fairly paid working environments which support the communities to which we belong.

 We're passionate about sustainability and strive to create a positive impact by using sustainable resources, products and encouraging biodiversity.

 And we're passionate about the environment and climate – not just in the places we work, but the whole planet. That is why we are reducing our consumption and our footprint by investing in energy-saving measures and reducing our waste.

 We are also passionate about creating great experiences for our customers and we are proud to be able to support them on their own CSR journeys with sustainable products and services.

With a culture of continuous improvement there is always more to do in these areas.

But we are committed to listening to our people, our communities and our partners and will take action to raise our own standards and the standards of everyone we work with to deliver on our promises and make our world a better place.



Christa Furter
Managing Director Viking

Promotion of CSR initiatives

RAJA is a family adventure that began in 1954 with the sale of new and used cardboard boxes. 70 years later, the Group has diversified its activities into the distribution of packaging products, industrial equipment and office supplies. Our commitment to society and sustainable development has always been at the heart of our strategy.

As a sustainable business partner, we brought to our customers solutions that enable them to improve their operational efficiency and reduce their costs, while mitigating their impact on the environment. We work with our suppliers to find innovative, efficient and environmentally friendly solutions. We develop our Group by prioritizing a management based on trust and proximity, respect for diversity, and spread to our employees our values of excellence, solidarity and teamwork. We are dedicated to ensure the well-being and safety of our employees, and give meaning to their daily work by involving them in the company's commitments.

Launched in 2000, the Global Compact is a United Nations initiative that encourages companies around the world to engage on a sustainable path by committing, to integrate and promote principles related to human rights, international labor standards, environmental protection and the fight against corruption. By joining the United Nations Global Compact in 2020, RAJA is committed to promote this international initiative and its 10 principles.

For this we commit to:

Ensure the traceability of our activities and promote CSR issues in our value chain to our stakeholders

- Ensuring the traceability, assessment and development of our responsible purchasing activities.
- Promoting social and environmental responsibility, including socio-economic integration, in our corporate culture, in our business sector and with our stakeholders.

Provide our customers with the best solutions for increasingly responsible and sustainable products

- Developing and promoting environmentally responsible solutions.
- Ensuring excellence in customer relationships and service.

Reduce the environmental impact of our activities, particularly with regards to climate change, and optimize resource management

- Adapting our logistics business to the challenges of climate change.
- Reducing the environmental impact of our operations and optimizing resource management.

Encourage the human development of our employees and invest on employees

- Attracting talent, developing and adapting skills, retaining employees (talent management).
- Ensuring health and safety in the workplace.
- Promotion diversity and fighting against discrimination.

Ensure responsible governance of our activities in the regions and communities where we operate

- Ensuring ethical and responsible business conduct.
- Contributing to regional development and investing in society through community involvement.



United Nations
Global Compact

CSR overview

We're an organisation centred on strong core values, championed by colleagues at every level.

For Viking, corporate social responsibility means taking care of **people**, the **environment**, the **products** we purchase, and the wider **community**; we commit to upholding the highest ethical, social, and environmental standards in the conduct of our business.



DEKRA Certified
✓ ISO 9001
✓ ISO 14001
✓ ISO 45001



🌐 [Ecovadis Evaluation UK](#)

🌐 [Ecovadis Evaluation DE](#)

Our values



Integrity

We earn the trust and confidence of employees, customers, suppliers, and shareholders by being open, honest, and sincere in all that we do.



Innovation

With a culture of creativity and a thirst for intelligent risk-taking, we aspire to do what has never been done.



Accountability

We are responsible for achieving and sustaining unprecedented results that create extraordinary value for our shareholders and stakeholders through personal commitment, sensible thrift, collaboration, and shared leadership.



Teamwork

We subordinate our personal needs or agendas for the greater benefit of our team.



Respect

We treat others the way we want to be treated.

Our targets

Between 2020 and 2025, we're committed to:

€150,000

We will **DOUBLE** our charitable giving and stock donations against our current levels and broaden fundraising across our European business.

Double the amount

of **sustainable product sales** we offer from 20% to 40% of our stock.

40% reduction

in **our carbon emissions**.

How will we achieve them?

We will:

- Promote quality of life and safety in the workplace by promoting social dialogue, and by training all employees to carry out their mission in optimal conditions.
- Coordinate a Europe-wide approach to charitable giving and donate surplus stock to charitable causes.
- Improve the measurement and recording of our voluntary activity.
- Review our existing sustainable product mix and focus on product categories where we can make the biggest improvements.
- Source renewable electricity.
- Install electric charge points.
- Work with landlords to install solar panels at our warehouse sites.
- Convert site lighting to LED.
- Full electric material handling equipment (MHE) fleet.
- Optimise control system and passive infra red (PIR) settings, together with operating hours.
- Installation of a co-generation heat and power plant.

People

Health & Safety

We are committed to a safe and healthy workplace being a fundamental right. Our priority is that everyone, colleagues, contractors and visitors alike leave our sites free from harm every day.

Viking's Safety Management System is certified and regularly audited for compliance to ISO 45001. In order to be successful in certification to ISO 45001, it has to be evidenced that health and safety has a strong presence amongst leaders at both board and management level, with the consultation and participation of all employees being part of business as usual.

Safety within the business is a focus for all. Employee representatives have an important role in safety communication providing links between distribution centres and office-based colleagues. They actively speak with teams to benchmark levels of awareness on various safety topics, leading to education projects closing any gaps in knowledge. This gives a truly reflective agenda on the current state of play. All colleagues are encouraged to speak openly with regards to health and safety, and concerns, feedback, or ideas are all welcome to create the safest workplace possible.

Viking Office UK Limited is a member of RoSPA (Royal Society for Prevention of Accidents). Building on a RoSPA Silver Award win for Safety Management in 2023, Viking were double award winners in 2024 with a Gold Award and Most improved submission cementing the hard work and dedication of all employees working with safety in mind at all times. The RoSPA Health and Safety Awards is the largest occupational health and safety awards programme in the UK.



People policies

We are dedicated to supporting both our colleagues and the communities in which we operate. This dedication is highlighted through a number of our people policies and recognised in our Silver accreditation from Investors in People (for the UK).

Equality, Diversity & Inclusion (EDI)

We are committed to being a fair and ethical employer. Through policies, reporting lines and employee training we aim to promote an environment where:

- Every colleague, customer, supplier, and guest is free from any form of discrimination.
- We recruit, develop, promote, and reward on merit.

- We promote a diverse workforce, which reflects the communities we operate in.
- Colleagues can achieve the right balance between home and work life
- Harassment and bullying are not tolerated.



Working Conditions

Viking wants to support our colleagues by providing positive working conditions and a two-way communication channel for open dialogue in keeping with two of our core values: respect and teamwork.

Across Europe, Viking has Works Councils in our local entities who act as an information channel between colleagues and the management in matters relating to changes to working conditions (In Romania we only have Representatives of Employees instead of Works Councils).

Viking also operates family friendly policies, offering opportunities for flexible working, parental leave and career breaks to our colleagues.

In addition, we offer Employee Assistance Programmes and healthcare from third party providers across the organisation to support the financial, physical and mental wellbeing of our colleagues

Training & Development

Viking provides training and development for our colleagues across the organisation using a blended learning approach including:-

- On-the-job training
- Classroom training & development
- E-learning/ online learning
- Coaching & Mentoring opportunities
- Technical skills training

Training is delivered in-house by our Learning & Development team based in the Centre of Excellence in Romania, as well as locally by subject matter experts and in partnership with selected external training providers.

Diversity and Inclusion

We want to ensure that colleagues achieve a good work life balance. No one should have to worry about trading between their caring obligations and their job requirements and we accommodate flexible working arrangements wherever possible.

This includes:

- Maternity, paternity, and adoption leave
- Parental leave to spend time with young children
- Career breaks
- Flexible working

Anti-Slavery and Human Trafficking

Viking is committed to prevent modern slavery and human trafficking throughout its organisation and in its supply chain. We have appropriate policies in place that underpin our commitment to ensure that there is no modern slavery or human trafficking in our supply chains or in any part of our business. We continuously review and update our policies.

We have zero tolerance to slavery and human trafficking. We manage compliance through a monitoring system which measures the progress and achievements of our vendor compliance policies and programs.



Your Business Partner in Europe



Since it was founded in 1954, the RAJA Group has grown ambitiously in the service of its customers, and has established itself as the leader in the distribution of supplies and equipment to businesses in Europe.

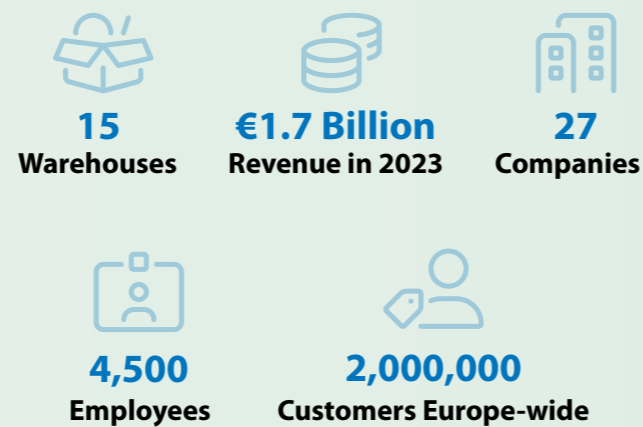
We are firm in our ambition to be a "one-stop-shop" for European companies: a single professional contact for all packaging, office supplies and industrial equipment needs.

Danièle Kapel-Marcovici
Danièle Marcovici
 President of the RAJA Group

The RAJA Group, the European leader in B2B e-commerce, offers you the widest choice for your business needs.

Find out more on vikingoffice.eu and RAJA-group.com

- RAJA
- Viking
- JPG
- MONDOFFICE
- Kalamazoo
- UDOBAR
- Welcome Office
- bernard
- morplan
- cenpac



Standing together, made simple!



The RAJA-Danièle Marcovici Foundation, a solidarity-based approach to fight injustice against women.

Founded in 2006 by Danièle Kapel-Marcovici, President of the RAJA Group, the RAJA-Danièle Marcovici Foundation works towards improving living conditions of women throughout the world. The Foundation supports associations that defend women's rights and strengthens the essential role women play in four key areas:



Fight against violence, defending women's rights



Women's education and leadership



Training, professional development and financial independence



Role of women in the protection of the environment and the fight against climate change

Community & charity

We are passionate about community and charity work and support both national and local projects every year.

We have dedicated Community & Charity Committees across Europe, each dedicated to a specific region. Each year, employees can vote in a national “chosen charity” to support over the next 12 months.

Not only that, we are taking part in fundraising activities, from cake sales to marathons.

The Well-Being Programme is driven by a team of dedicated volunteers who are Viking employees. Their responsibility is to organise and execute projects in alignment with its Mission and Vision.

Mission

Our mission is to empower Viking employees to improve and maintain their well-being through diverse, sustainable choices and to create a culture of wellness in our community. We understand that well-being is deeply personal, therefore we offer a wide array of choices through targeted initiatives that aim to enhance employee satisfaction, foster a healthy work-life balance, and reduce stress.

Vision

Through constant events centred around Corporate and Environmental Responsibility, Mind & Body, and Entertainment/Fun, it is our vision to create a work environment that promotes and sustains the well-being of our employees and of our community.



Donations:



Viking Deutschland GmbH:
Grenzenlos EV – €2,210
Sefra – €2,210



€23,000 in cash and stock was donated to over 40 different primary schools and kindergarden in Germany.



In 2023, £198,000 in cash and stock was donated in to different charities in UK.



Greenhouse gas management

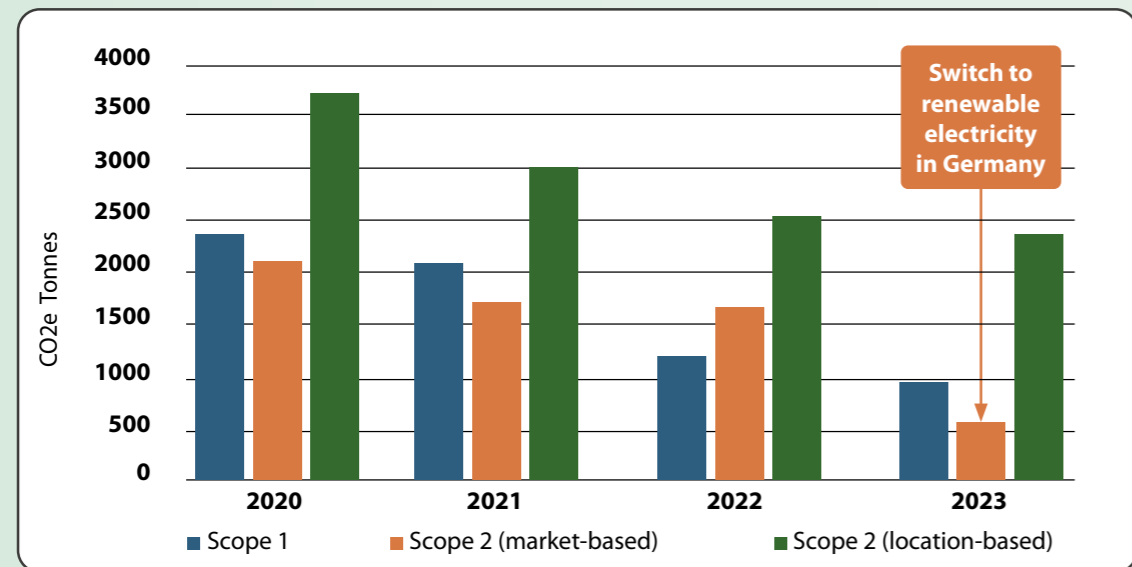
Introduction

At Viking, we have been calculating our greenhouse gas footprint for many years in order to monitor and reduce our carbon emissions. Since 2022 our data has been consolidated as part of the RAJA Group footprint.

In May 2024, the RAJA Group committed to set near-term company-wide emission reductions in line with climate science with the SBTi. The RAJA Group now has 24 months to submit detailed targets to reduce its carbon emissions. The Science Based Targets initiative (SBTi) develops standards, tools and guidance that allow companies to set greenhouse gas (GHG) emissions reduction targets in line with what is needed to keep global heating below catastrophic levels and reach net-zero by 2050 latest.

	UKIE				BNL-DACH				All Countries	
CO2e Tonnes	2023	2022	2021	2020	2023	2022	2021	2020	2023	2022
Scope 1	293	395	900	1238	636	675	1160	1145	956	1185
Scope 2 (market-based)	55	0	3	201	456	1559	1736	1902	605	1666
Scope 2 (location-based)	910	858	1337	1821	1366	1559	1736	1902	2371	2524
Scope 3	3493	3039	5018	5661	3959	4795	4426	5185	7831	7848
Total CO2e Tonnes	3841	3434	5921	7100	5051	7029	7322	8232	9392	10699

We started our journey monitoring scope 1 and 2 (owned/controlled sources) and the scope 3 (indirect) emissions we had the most impact on reducing. Our scope 3 emissions currently include travel, commuting, home working, water, waste, transmission and distribution of electricity purchased and third-party transportation of orders from our warehouses to our customers. Going forward our scope 3 emissions will increase as we work with our suppliers to include upstream emissions associated with product manufacture and transportation.



Transport Initiatives

Our largest source of carbon emission calculated is from our downstream transportation of products from our warehouse to our customers. Working with our third party logistics partners, below are some of our the initiatives to reduce emissions.

93% reduction in Co2 emissions for internal linehaul movements in Republic of Ireland (ROI) & Northern Ireland (NI). Utilising food waste to power trailers moving Viking freight.

- **45%** of all ROI deliveries completed on electric fleet.
- **331** electric vehicles utilised across ROI delivering Viking product. Dedicated Viking site in London with **13** EV's across this area.
- Weekly deliveries to customers to reduce **Scope 3 emissions Significant reduction** in dedicated trunking miles used in UK, with shared trailers now being utilised.
- All ROI major cities are now **delivered on EV's**.
- Reduced road miles to ROI & NI by **89K** per annum.
- Reduced ferry miles to ROI & NI by **24K** per annum
- By re-investing in Ireland, we have removed **200,000kg of Co2** per annum from transportation, a reduction of **56.9%** vs 2023.
- **24 EV's** being used across UK for Viking deliveries.

Kate Dunne (An Post) Account Manager

An Post is proud to partner with Viking Ireland to support our goal of reducing carbon emissions by 50% by 2025. As Ireland's leading parcels delivery company, we are committed to providing sustainable logistics solutions, leveraging our low-emissions fleet and our strategy to achieve

net-zero carbon by 2030. This partnership reflects our shared dedication to environmentally responsible practices while ensuring efficient, high-quality delivery services to businesses and homes across Ireland. Together with Viking, we are driving forward sustainability in the logistics sector and building a greener future.



Alan Thompson (McCulla) Commercial Director

At McCulla (Ireland) Limited, sustainability is at the heart of everything we do. We are thrilled to announce our partnership with Viking, a company that shares our passion for providing exceptional service while prioritising environmental responsibility. Through this collaboration, our cutting-edge Bio-methane trucks—capable of reducing carbon

emissions by an incredible 93%—will remove an estimated 71.6 tonnes of CO₂ from the supply chain annually. This marks a significant step towards a greener future, reinforcing our shared commitment to reducing environmental impact. We're proud to work with like-minded companies like Viking, who understand that delivering outstanding service goes hand-in-hand with protecting our planet. Together, we're building a

more sustainable future—one mile at a time. Let's drive change, reduce emissions, and make a lasting impact for generations to come.



Dominic Cooper (Viking) Senior Transportation Manager UK & IE

Sustainability is at the core of Viking's supply chain. We collaborate with environmentally conscious suppliers and implement efficient logistics solutions to minimise our environmental footprint, with a strong focus on optimising the middle-mile and final-mile stages. In the middle mile, we

leverage advanced routing technologies and partner with transport providers that prioritise lower-emission vehicles, such as electric or bio-fuel trucks, to ensure efficient and eco-friendly movement between distribution hubs. For the final mile, we adopt innovative solutions like consolidated deliveries, electric delivery vans, and 3PL warehousing solutions to reduce stem mileage, reducing carbon emissions while improving delivery

speed and customer satisfaction. These efforts reflect Viking's commitment to a sustainable and efficient supply chain at every stage.



Full electric Van from GLS

GLS activities of renewable energy and alternative drive drains

GLS Group has **6100 emission-free and emission-low vehicles¹** in use across the group in Europe, mainly on the first and last mile.

In **Austria, Belgium, Germany and the Netherlands²** 13% of all transport vehicles are emission-free and emission-low. In **Germany** more than **1200 vehicles are used in 270 cities**, which are emission-free and emission-low. This counts for **20%** of all used transport vehicles.

The concept for the near future can be highlighted by the effort to further reduce fossil energy in the transport sector, mainly focused on the **VAN transport in cities and on the last miles**, in best case with a very high percentage of own produced electricity in the different hubs:



GLS Hub with solar panels in Potsdam (close to Berlin, Germany)

¹ Refers to vehicles that either produce significantly lower emissions during operation than diesel and petrol vehicles (e.g. LPG, CNG or LNG vehicles) or no emissions (e.g. electric or hydrogen vehicles).

² Currently GLS is not the parcel carrier for Viking in the Netherlands.

Carbon Offset

Since 2014 in BNL-DACH and 2020 in the UK and Ireland, we have purchased carbon offset certificates to compensate the emissions created by the transport of goods from our warehouses to customers, that we have not been able to reduce.

While focusing on climate change, our afforestation, clean water and solar energy projects also generate multiple economic and health co-benefits, associated with the United Nations Sustainable Development Goals.



Forest plantation

The afforestation project in Uruguay is a livestock-forest-environmental project with its main activity to establish a forest for obtaining high-value timber products and for sequestering carbon dioxide from the atmosphere. The forest comprises a total of 21,298 ha of land that had been used for grazing for 50 years. The project will mainly plant Eucalyptus trees; the activity will last five years.



Clean drinking water

The Global Safe Water Program offers low-cost, reliable water treatment technologies including installation, maintenance, and repair services to primarily public schools in Nigeria and Kenya. Funding is secured through carbon emission reductions resulting from the displacement of boiling water and the firewood needed to do so.



Solar PV Plant

Pioneering 15.2 MW Solar PV Plant in Mauritius supports solar energy expansion and job growth. The island has no indigenous oil, natural gas or coal resources and therefore depends on imported petroleum products and coal. To increase energy security and to decrease its dependency on fossil fuel imports the Government of Mauritius is committed to the shift towards cleaner energy technologies, achieving approximately 21% of the energy mix from renewable sources. Since the potential for hydro power and biomass from sugar processing is considered widely exhausted, alternative technologies like solar photovoltaic energy need to be fostered.



Viking's Own Brand assortment

High quality should not cost a fortune

For more than 30 years, our Own Brands have been the **go-to choice** for our customers seeking a **wide selection of office essentials**.

To make life easier, we are happy to announce that we are **simplifying our Own Brand portfolio**. Our customers can now find their familiar and valued products under the following three main brands: **Viking**, **RAJA**, and **Realspace**.



Viking

A straightforward offer, which consists of three main brands: Viking, RAJA, and Realspace

Viking

The Viking® brand offers our business customers a wide range of everyday, trustworthy, workplace products to support their daily operations. Responsibly and sustainably sourced from certified suppliers, our business customers can trust Viking® brand products. It offers customers a wide choice of products comparable to the leading brands, but at a lower price point, providing them more value for money.

RAJA

The RAJA brand helps our customer in optimising their logistics with a wide selection of warehousing and packaging solutions. A genuine seal of quality and creativity, the RAJA trademark offers high-quality products that are sustainably sourced, paying attention to the country of origin and method of production.

realspace

The Realspace® brand offers our business customers a range of workspace products that will enable them to create a healthy, welcoming working environment. The Realspace® brand offers 3-year, quality guaranteed products delivered within 48 hours. Designed to compete with the equivalent brand leading products, the Realspace® assortment offers more functionality, design, or quality per price band, offering business customers great value workspace solutions.

RAJA



realspace

Own Brand responsibility

Elevating impact through our Own Brand. Our commitment to CSR is centred around our three focus areas:

- Social Compliance
- Safety and Quality
- Plastic Reduction



Our targets



Social Compliance

In 2024, our target was to increase the percentage of audited suppliers among our in-scope suppliers from 69% to 75%. By mid-2024, we had already exceeded this goal, reaching 80%. We aim to achieve 87% by the end of 2025.

Additionally, in 2024, our goal was to raise the percentage of our Own Brand Suppliers who have signed our Supplier Code of Conduct from 86% to 95%. We are on track to meet this goal and aim to achieve 100% by the end of 2025.



Safety and Quality

We are winning the trust of our customers in our brands by delivering on a promise that exceeds their expectations through reliable and safe products.



Plastic Reduction

As part of our rebranding project, we are reducing products with plastic packaging. In 2024, we implemented a structured approach to collect detailed packaging data for all our Own Brand products. Once we have gathered sufficient data, we will set plastic packaging reduction KPIs for 2025.



Plastic Reduction

As part of our ongoing commitment to reduce plastic in our Own Brand products, Viking has advanced to a more structured phase, focusing on both data collection and supplier engagement. We are actively working to establish clear, measurable Key Performance Indicators (KPIs) for plastic reduction in the near future.

While we continue to develop these targets, our team has already implemented actions to minimize plastic use, particularly in packaging. As a key element of our rebranding project, we've transitioned many products from plastic packaging to more sustainable alternatives, such as carton boxes.

Key Objectives

In our pursuit of sustainability, data collection remains central to our efforts. Currently, we are concentrating on two main objectives: first, identifying the percentage of products still utilizing plastic packaging and assessing the feasibility of transitioning away from it; and second, collecting detailed data on the types of plastics used in our products, enabling us to eliminate the most harmful variants.

Additionally, we've begun engaging with our suppliers to ensure alignment on our sustainability goals, driving further reductions in plastic use across the supply chain. Recent efforts have successfully focused on specific product categories, such as writing instruments, toner cartridges, and general office supplies, where we have made substantial progress in reducing plastic packaging.



Social compliance

Social compliance: making it fair for everyone

When it comes to our Own Brand range of goods, our responsibility extends further to ensure our company values are upheld in our supply chain.

We systematically conduct a variety of internal and independent audits to certify that our set of high standards are met. This guarantees that when a customer receives the final article, they can be sure that the parties involved in its delivery were treated with respect.

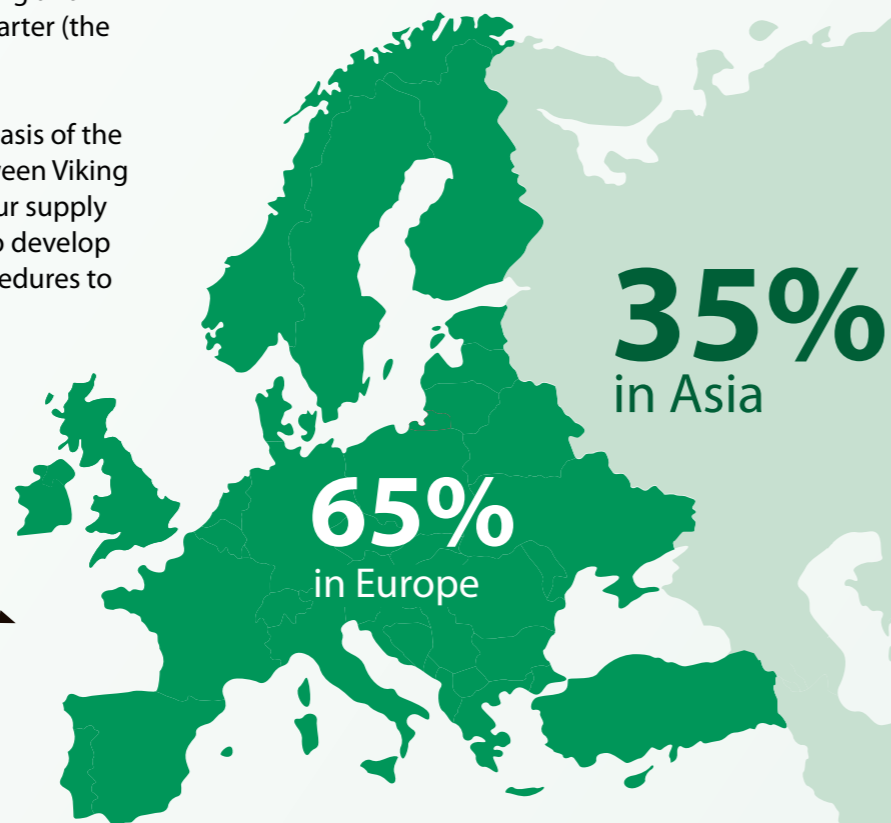
Master Purchase Agreement and the RAJA Charter

We expect our supply partners to adopt responsible labour practices and management systems to meet and exceed the principles set out in our Master Purchase Agreement and RAJA Group's Responsible Purchasing and Sustainable Development Charter (the RAJA Charter).

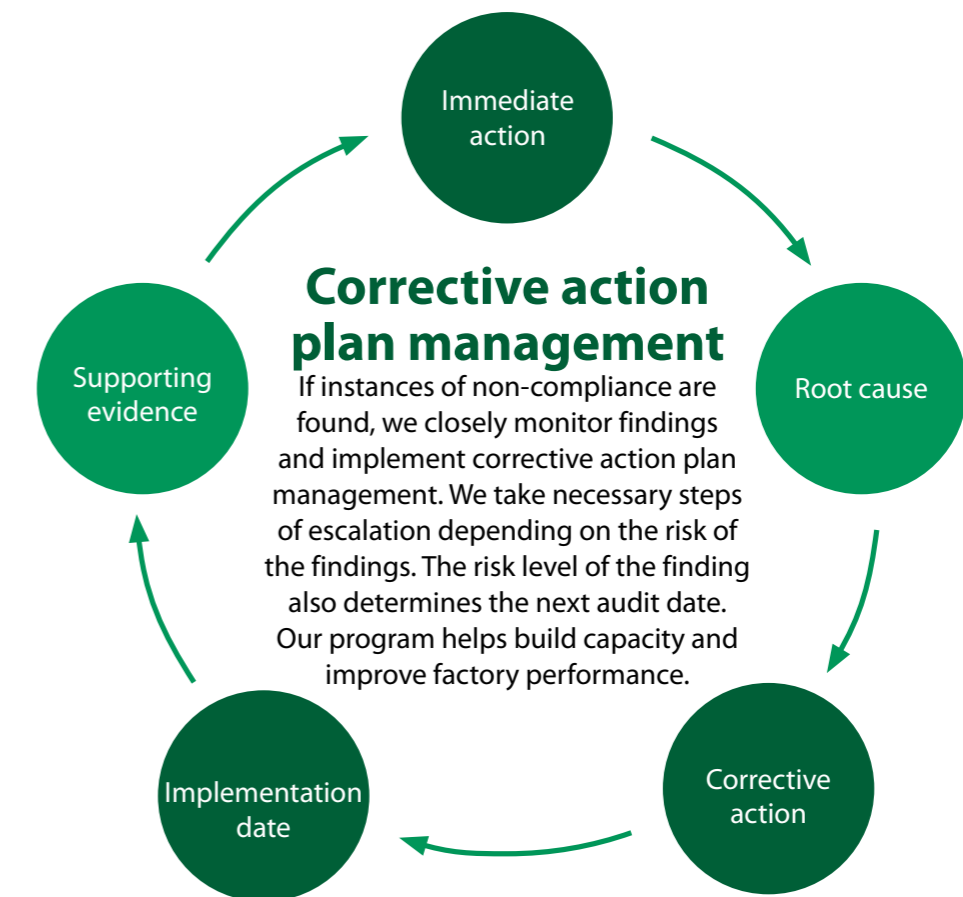
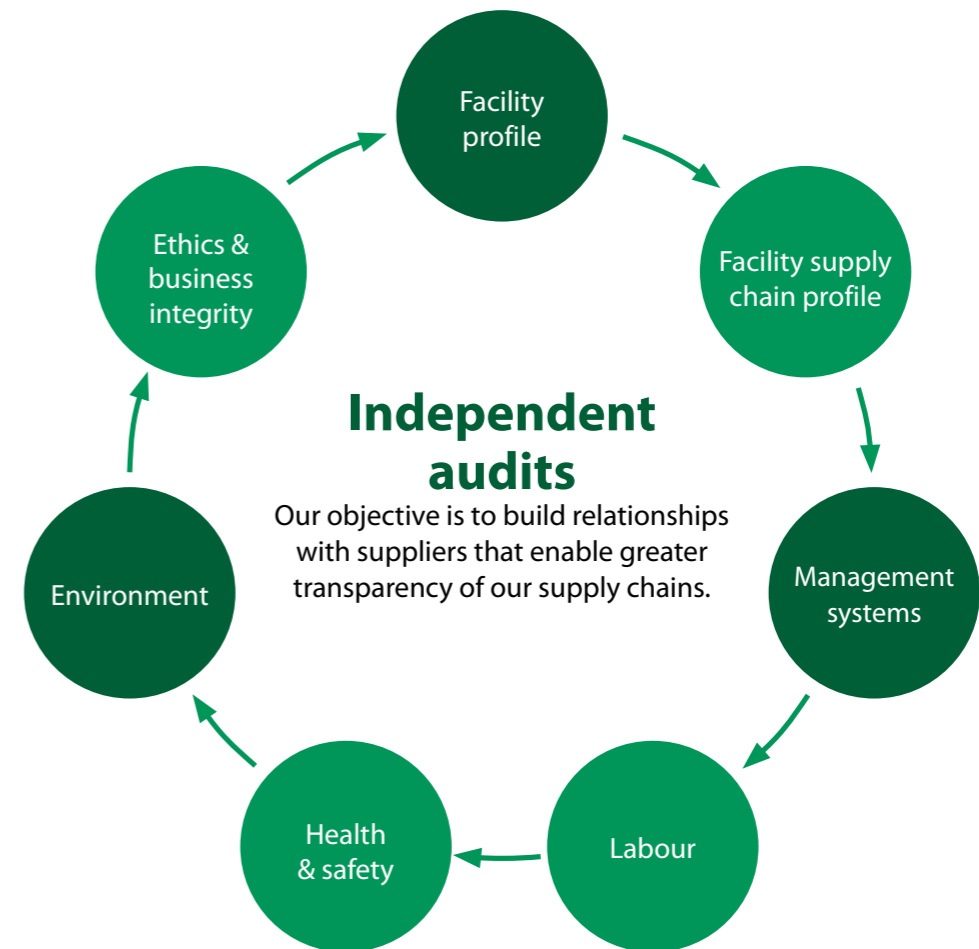
The RAJA Charter forms the basis of the contractual agreements between Viking and its vendors. We require our supply network to have in place or to develop and apply the necessary procedures to

fulfil the RAJA Charter's Supplier Code of Conduct expectations across three core dimensions: Economic, Social and Environmental. The Social Dimension requires suppliers to promote the Respect for Human Rights and International Labour Organisation (ILO) Conventions in key areas, including:

- Elimination of forced and compulsory labour
- Abolition of child labour
- Protection of health and safety at work
- Compliance with all applicable laws regarding wages, benefits and working hours
- Elimination of discrimination and fair treatment in the workplace
- Freedom of association and the right to collective bargaining



Our Own Brand products are sourced through a combination of:



Own Brand ink & toner

Long-standing commitment of Viking to the environment is guided by the Company's environmental ethos to be, buy, sell, and tell.

Viking toner cartridges reflect our commitment to minimise any negative environmental impact generated from our own activities and products.

Start printing with our green solutions to make a positive environmental impact



8 million tonnes of plastic end up in our oceans each year.



More than 400 million empty ink and toner cartridges are thrown away every year – that's 1 million cartridges per day or 11 cartridges per second. The majority of these end up in landfills, which are the biggest contributor to soil pollution. A cartridge that ends up in landfill can take up to 1,000 years to decompose.



All plastic is made from oil
Oil is a non-renewable resource. Recycling your printer cartridges will save 42 million litres of oil in just seven months.



Reusing cartridges saves an average of over 0.9 kg of metal and plastic waste from being deposited in landfills.



Viking toner cartridges play an important role in our environmental strategy:

- Viking toner cartridges are remanufactured. This means that they have been given a second life. As a result, the use of natural resources (such as oil) and new materials has been minimised. In addition, waste production has been limited and recycling increased.
- Viking toner cartridges use 79% less new materials than the brand equivalent. Viking takes sustainability very seriously. We don't just look at our own operations – we work together with partners, suppliers and customers to ensure that our entire supply chain operates as sustainably as possible.
- Viking offers an empty cartridge return program to recycle your empty toner cartridges.
- Our toner cartridges and Drum units are packed in 100% recyclable packaging.

Waste hierarchy



Production of a green cartridge



- 100% remanufactured, therefore inherently environmentally sustainable
- Engineered to perform equal to or better than brands
- 100% IP compliant
- Covered by a 3 year warranty

Safety and quality

We ensure conformity to relevant quality, safety, and regulatory requirements, while also ensuring expectations – whether implied by customers or stated in merchandising specifications – have been met and documented.

We are winning the trust of our customers in our brands by delivering on a promise that exceeds their expectations through reliable and safe products.

Quality assurance seal

Once a product passes product testing, it receives a 100% Quality Assured icon. All Own Brand products with a 100% Quality Assured icon have been quality assured through either an independent third party laboratory test, or internal testing. This is dependent on the complexity, risk of the product, attribute, member state, or European requirements.



Own Brand paper range

Green is not just a colour

Viking offers a complete range of office paper in a wide variety of sizes, colours and formats. Viking papers cater to various printing and copying needs, whether for everyday use or for producing high-quality brochures and documents.

All our Viking core range papers are certified.



The environmental



Vendors

At Viking, we are committed to working with hundreds of vendors to deliver sustainable products, services and expertise our customers needed to grow their business.

We have a diverse portfolio of vendors offering over 8,000 sustainable products spanning across multiple categories.

The following pages showcase just a few great examples of sustainable products from our vendor assortment.

Environmental & social product attributes

Before publishing the environmental or social attribute of a product, the claim is assessed against strict criteria by independent consultants Newleaf Sustainability Practice.

In 2020, we published our commitment to double the amount of products with claims in our assortment from 20% to 40% (% of sales of core lines). In 2022, we increased the sales share to 24%, and in 2023 we continued to increase it to 29.3%.

Look out for the following claims in our catalogues and online



Our categories





STRONG SMART SUSTAINABLE

Lexmark product lifecycle supports the circular economy.

**Better for the environment.
Better for you.**

Lexmark products are designed to have minimal effects on the environment throughout the entire product lifecycle and supports the circular economy via design, manufacturing, distribution and end-of-life programmes.



Better for the environment

Lexmark products not only last longer, but also involve fewer deliveries to customer locations and require fewer interventions on the devices—all contributing to the circular economy.

Better for you

You can refresh devices less often and help saving on energy needed to produce and transport devices as well as reducing the number of raw materials used.

[Learn more](#)

WE GO EASY ON THE PLANET

Going green is aligning economic activities with sustainability. That is, to produce more with less, to increase productivity and reduce waste. To be eco-friendly and eco-efficient.

DISCOVERY™
Eco-efficient Paper

OUR FOREST AND PRODUCTS MITIGATE THE GREENHOUSE EFFECT

- > They stock the equivalent to **6,1M tonnes of CO₂ /year** => emissions of 1,7M car trips around the world.
- > The ***Eucalyptus globulus* tree's photosynthesis is especially efficient.** It captures CO₂ and releases oxygen all year round.

DISCOVERY IS A LIGHTWEIGHT PAPER. IT NATURALLY USES LESS RESOURCES

- > It causes up to 12% less waste (70 g.m⁻² reams vs regular 80 g.m⁻²).
- > It will save fuel, as Discovery represents up to 12% less weight to transport.
- > It uses ***Eucalyptus globulus*** dense fibres, which allow us to use 40% less wood than pine to produce the same amount of paper.



IN A NEW WORLD, SUSTAINABILITY DOESN'T COMPROMISE PERFORMANCE





Perfect for office work: tesa® ecoLogo products

ecoLogo® Packaging Tapes

tesapack® Eco & Ultra Strong

- Backing material made of 70% post-consumer-recycled PET bottles
- Solvent-free
- Core made of 100% cardboard
- Can be disposed with the carton without endangering the cardboard recycling process (INGEDE-Method 12)



tesapack® Paper Standard / Strong / Ultra Strong

- Up to 60% bio-based materials
- Paper from certified sustainable sources
- Core made of 100% cardboard
- tesa® Paper Ultra Strong with fiberglass reinforced kraft paper
- Can be disposed with the carton without endangering the cardboard recycling process (INGEDE-Method 12)



ecoLogo® Office film

tesafilm® Eco & Crystal

- 90% Recycled content: UL2809 certified (ECVP Environmental Claim Validation Procedure)
- Solvent-free
- Core made of 100% recycled plastic
- Packaging: up to 100% recycled cardboard
- Can be disposed with the carton without endangering the cardboard recycling process (INGEDE-Method 12)



ecoLogo® Glue Roller

tesa® Roller Permanent Gluing and Correction

- Solvent-free
- Housing: 100% recycled plastic
- Refill: 61% recycled plastic (without tape)
- Packaging: 80% recycled cardboard



Let's stick together in a more sustainable way!

Choosing tesa means you get high-quality adhesive power as well as more sustainable solutions. For your Office and your home.

Look out for the tesa® ecoLogo – 13 years of commitment to more sustainability

- Eco-sourced raw materials
- Solvent-free coating process
- Resource-friendly production
- Packaging made from bio-based or recycled material
- Non-toxic ingredients
- Re-fill/Re-use of products

tesa® ecoLogo is your trustworthy sign for more sustainability.



Serving at the intersection of Family, Innovation, Quality, and Care

We believe that financial, social, and environmental factors must all receive consideration in a manner that respects people in and outside of our company including communities of which they are a part, locally, nationally, and internationally. We recognise that best practices with respect to sustainability are constantly evolving.

Fellowes is committed to being diligent in understanding current best practices and making decisions that emphasise our commitment and responsibility to be good stewards of our environment and communities.



EcoVadis is the global standard for business sustainability ratings and its assessment includes 21 sustainability criteria across four core themes: Environment, Labour & Human Rights, Ethics and Sustainable Procurement.

In our latest 2023 rating, Fellowes Europe earned a Bronze medal.



Biodiversity

Since the inception of the Plant a Tree Program, the BANKERS BOX® business has planted over 140,000 trees to offset carbon dioxide emissions.

In 2023 alone, the program planted 35,408 trees across the world in the US, the UK, Tanzania, Australia, and Bolivia.



Responsible material sourcing

All BANKERS BOX® corrugate products manufactured for the European market are proudly FSC® certified, with many being FSC® Recycled, a label that provides assurance those products are constructed of 100% recycled materials.



The mark of responsible forestry



GIVE is dedicated to building local and global partnerships which address humanity's greatest needs. The programs' guiding principles align with our strong values as a company and in the hearts of our people. The GIVE program is uniquely tailored to reflect the diverse needs and opportunities in each country where we operate. This approach allows us to address local challenges effectively and foster meaningful partnerships within the community.

GIVE is committed to supporting initiatives in four key areas: medical research, world aid & development, social services, and education.

Last year, Fellowes collaborated with numerous charities throughout Europe, providing product donations and financial support to advance social initiatives.

Design for the Environment (DfE)

The Fellowes program Design for Environment (DfE) is integrated into New Product Development processes. It is focused on designing for the circular economy. We are committed to ensuring our products are easy to disassembly and as recyclable as possible, and we are also increasing the recycled content in our products (cardboard, plastic & metals).

All Breyta™ products and packaging are 100% recyclable and built to last with a 5-year limited warranty.



We are targeting the **removal of all single use plastic** from our packaging for Europe in **2028**

Original HP Supplies



SUSTAINABILITY IS AT THE HEART OF HP AND ESSENTIAL TO OUR BUSINESS MODEL



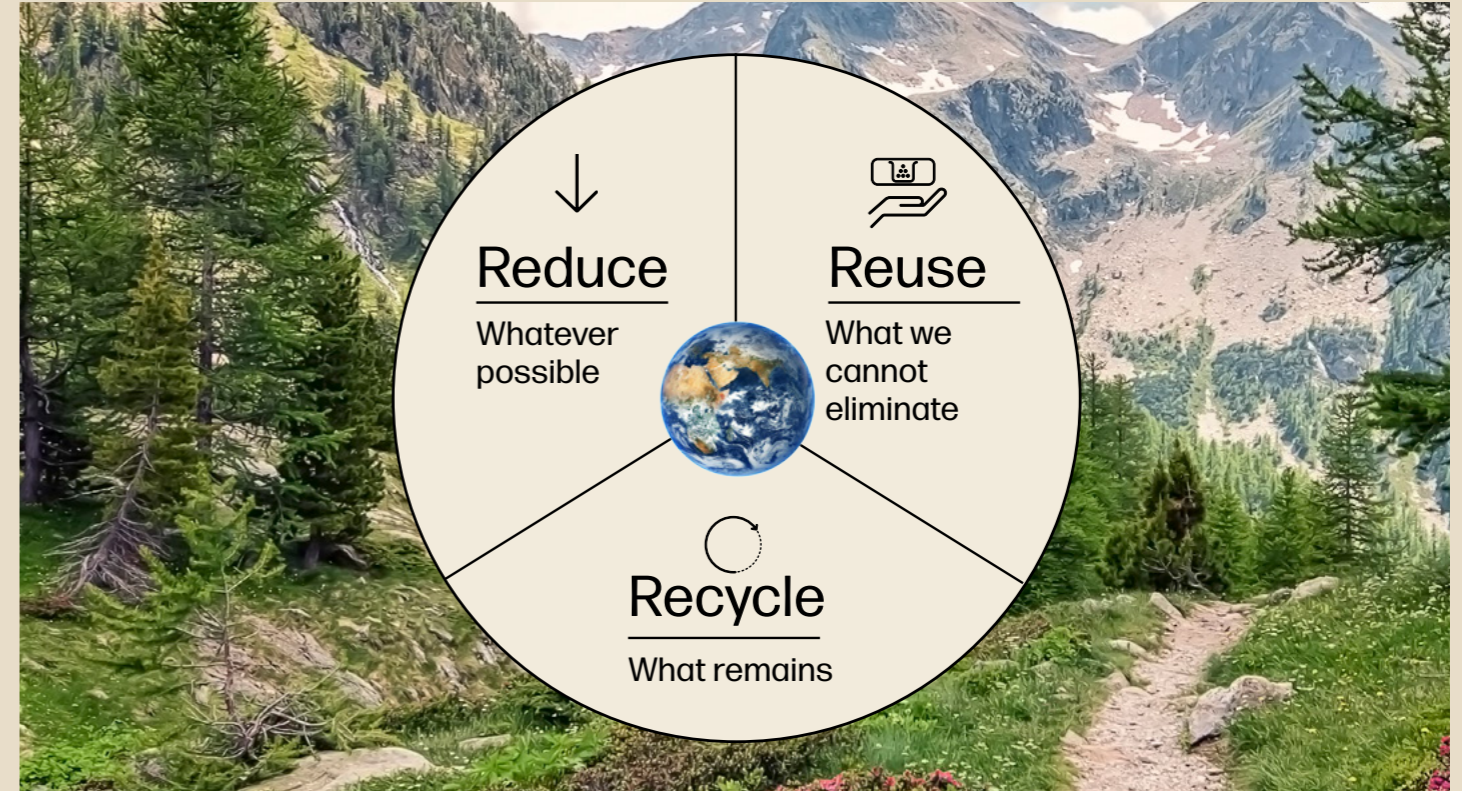
Innovating for sustainability

When it comes to climate change, businesses have the responsibility to pioneer sustainability initiatives—and to make a difference on a global scale.

You're already making choices at home that protect the environment. By choosing and recycling HP products in the office, you can make an even bigger difference.

How HP is making a difference

We continuously apply rigorous design principles to help enhance our products' environmental performance.



See these principles in the design of our products, including:¹



The HP LaserJet Tank Toner Reload Kit
90% less waste,² 75% less plastic.³



HP-brand paper
93% of fibre in HP-brand paper, by weight, was FSC-certified or from controlled sources in 2023.⁷



HP TerraJet Toner Cartridges
Recycled plastic in cartridge, less plastic in cartridge and packaging, less energy use when printing.⁴



EvoMore
Less waste, print more. HP EvoMore delivers 2X the printed pages⁵ for a lower carbon footprint.⁶

Sustainability initiatives for HP supplies

Responsible resource management and industry-leading programs

Since 2016

5.8+ billion

Original HP Cartridges have been manufactured with recycled content, using



148,000 metric tons of recycled plastic including from recycled HP cartridges.

This has kept more than



1 billion Original HP Cartridges,⁸ and



6 billion postconsumer plastic bottles out of landfills by upcycling these materials for continued use.

Forest positive



At HP, we strive to ensure that our paper and fibre-based packaging are derived from recycled or certified sustainable content, and to counteract deforestation related to non-HP paper used by our printing products and print services.

Rerouting ocean-bound plastic



HP is the first and only OEM to use ocean-bound plastics in the resins, with the UL 2809-3 certification mark, used to make Original HP Ink Cartridges.⁹

Choosing HP makes a difference



Recycled vs. new plastics in Original HP Ink Cartridges enable¹⁰

21% smaller carbon footprint

33% less water

32% less fossil fuel



Original HP Toner Cartridges vs. non-HP cartridges enable¹¹

49% smaller carbon footprint

43% less water

44% less energy



Using Original HP Cartridges vs. non-HP cartridges

HP printing systems¹² meet EPEAT[®] and Blue Angel eco-label emission guidelines

83% of non-HP toner cartridges tested failed indoor air quality (IAQ) criteria¹³

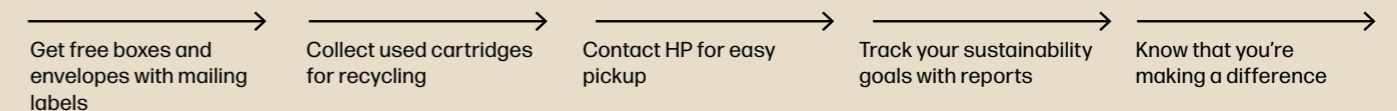
Together, we make a bigger difference

Circular closed-loop economy



CLICK for the HP Planet Partners video

Return used HP cartridges for free to HP Planet Partners¹⁴



¹ Availability of products and programs varies by country.
² HP calculation based on aftermarket supplies waste consumption with HP LaserJet M208, M209, M211 and MFP M232, M233, M234, M236, HP LaserJet Pro M15, M16, M17, M102, M104, M106, MFP M28, M29, M30, M31, M130, M132, M134 printers using HP Black Original LaserJet toner cartridge 134A/X, 135A/X, 136A/X and 137A/X, 44A, 47A, 48A, 17A, 18A, 19A, 33A, 34A.
³ Calculated by comparing weight of the plastic in HP Neverstop Laser 103/143 A/AD and HP LaserJet NS 108 A/AD Toner Reload Kit and its packaging.
⁴ Recycled plastic: see hp.com/TerraJet/plasticreductions. Plastic reduction in cartridge and in packaging calculated based on cartridge and packaging weight compared to predecessors. See hp.com/TerraJet/plasticreductions. HP calculations based on normalised ENERGY STAR[®] TEC data of HP print systems which use TerraJet Toner Cartridges compared to predecessors. See hp.com/TerraJet/energysaving.
⁵ Original HP 68e/308e EvoMore Ink Cartridges compared to Original HP 68/308 standard Ink Cartridges. Page yield tested in HP Envvy 6155e All-in-One Printer. Average continuous printing yield of black based on ISO/IEC 24711 or HP testing methodology. Original HP 923e/924e/925e EvoMore Ink Cartridges compared to Original HP 923/924/925 standard Ink Cartridges with page yield tested in HP OfficeJet Pro 8120 series. Original HP 936e/937e/938e EvoMore Ink Cartridges compared to Original HP 936/937/938 standard Ink Cartridges with page yield tested in HP OfficeJet Pro 9120 series. Average continuous printing yield of black and composite (cyan/magenta/yellow) based on ISO/IEC 24711 or HP testing methodology. Actual yield varies considerably based on content of printed pages and other factors. For details, see hp.com/learnaboutsupplies.
⁶ Lower carbon footprint compared to standard cartridges for same printer when normalised to print 1,000 pages. Based on LCA study conforming to ISO 14040/44 and third party verified. See hp.com/EvoMoreLCA.
⁷ HP trademark license code FSC-C017543; see fsc.org. Not all FSC-certified products are available in all regions; look for logo on pack.
⁸ More than one billion print cartridges have been returned to HP Planet Partners recycling program as of December 31, 2022. Program availability varies. See hp.com/recycle.
⁹ Based on published data. Keypoint Intelligence report June 2024. See Keypoint Intelligence Report: <https://keypointintelligence.com/hpocboundplastic>.
¹⁰ 2024 RPET and RPP EarthShift Global Life Cycle Assessment (LCA), commissioned by HP. See <http://h20195.www2.hp.com/v2/GetDocument.aspx?docname=4AA8-4002ENW>.
¹¹ 2024 EMEA Four Elements Consulting LCA study, commissioned by HP, compared Original HP Color 410A toner cartridges with six brands of non-HP toner cartridges across eight environmental impact categories. See hp.com/go/EMEA-LCA-nonHP-2024.
¹² A printing system consists of HP printer, paper, and Original HP supply. Blue Angel DE-UZ 219 emissions criteria or earlier versions applicable when printing system launched.
¹³ 2023 WKI Emissions Testing study, commissioned by HP, in compliance with Blue Angel protocol DE-UZ 219: 42 non-HP (31 imitation and 11 remanufactured) toner cartridge brands compatible with HP LaserJet Pro M404dn and M405dw purchased in Australia, Chile, China, Columbia, Czech Rep, Germany, Korea, Mexico, Netherlands, Poland, Singapore, Switzerland, Thailand, UK, United States, and Vietnam. See hp.com/go/IAQnonhpWKI2023.
¹⁴ HP Planet Partners Program availability varies. For more information, visit hp.com/hprecycle.

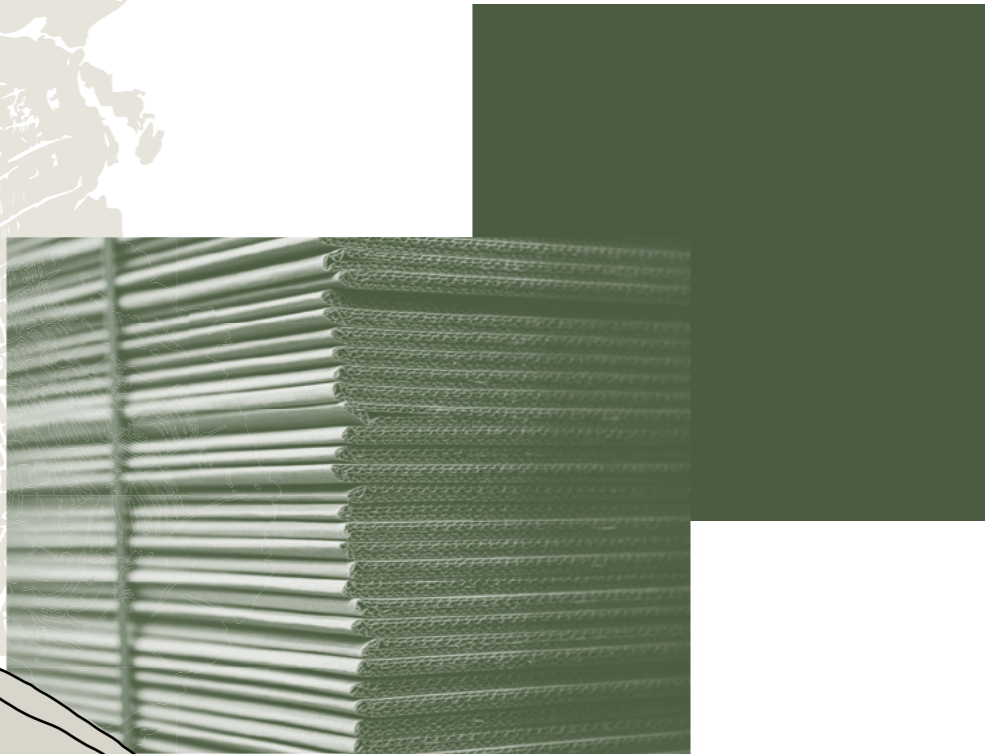
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 4AA8-2312EEE, July 2024



Bisley is committed to creating a green, sustainable environment for all, reducing our environmental footprint, as well as supporting the health and wellbeing of our staff and communities. We work to encapsulate all of the UN's Sustainable Development Goals (SDGs) into our Company's operations.

We recognise the environmental harms that are associated with unsustainable processes and use of non-re-cyclable materials. We are committed to adapting our business model to ensure that the very best practices are followed, ensuring Bisley is on a pathway to a greener and more circular future.

Our long-term aim is to operate in a more sustainable way, reducing the overall environmental impact of the business. Bisley will strive to reduce travel, waste and energy consumption, utilising a regular audit of operations to ensure our carbon footprint decreases, while adapting current working practices can present challenges. We're also working to reduce our overall footprint which will lead to more efficient working practices and creates a more circular business model. We are also aware of the importance of people, and we aim to ensure that we are valuing individuals and supporting the community in everything we do.



Environment

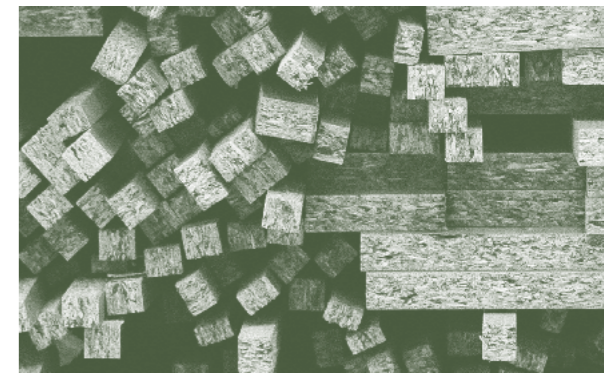
- Our initial 2025 goal of reducing Scope 1 and 2 emissions by 25% has already been surpassed.
- We've reduced Scope 1 and 2 emissions by over 46% since 2018.
- Our new target will be updated to 70% by 2030.
- 100% of our general and wood waste this year has been recycled or diverted from landfill.
- We aim to become zero to landfill by 2030.

Society/Community

- We support a range of causes and charities, such as the Salvation Army, Newport U3A, Bullies Out, and the Newport Dragons Rugby Team.

Staff

- We have provided over 30% of employees with NVQs and degrees.
- We have established an Employee Ownership Trust, whereby the employees have been gifted 51% of the shares in the Company.
- We have continued our ongoing trend of providing a transparent business to our customers.
- We maintain certification for ISO14001, 45001, 9001, 27001, and accreditations including SafeContractor.



Bisley has provided over £105,000 worth of charitable donations to causes both locally and overseas.





OUR SUSTAINABILITY FOCUS AREAS

Although the organisation is very much focused on Economic, Environmental, and Social aspects for its sustainability, it concentrates on the following elements:



RESPONSIBLE SOURCING

- An overall Supply Chain closer to the factory.
- Have more ESG conscious suppliers.
- An increased selection of Certified raw materials.



PRODUCT STEWARDSHIP

- Increased Recycled & Recyclable materials for product & packaging components.
- Increased Product Lifetime, but also increased circularity of the product components at the end of life.



RESPONSIBLE MANUFACTURING

- Improve the Manufacturing practices to reduce waste and lower emissions.
- Increase the usage of Renewable energy or Biofuel cogeneration to reduce the environmental impact of the operations.



SOCIAL PRACTICES

- Continuous development of our employees to improve their capabilities.
- Support our employees and their closest family members in Education and Health initiatives.
- Support institutions, such as the Esmoriz Firefighters

PRODUCT LEVELS OF ACHIEVEMENT



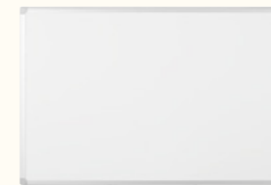
Cradle to Cradle Certified® Silver certificate, which means that it has a **Material Reutilisation Score greater than 50**, as per explanation in the following site: www.c2ccertified.org



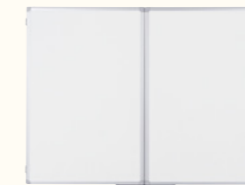
Cradle to Cradle Certified® Bronze certificate, which means that it has a **Material Reutilisation Score greater than 35**, as per explanation in the following site: www.c2ccertified.org

C2C CERTIFIED PRODUCT COLLECTION

Our aim is to assist our partners, customers, and end users in fulfilling their sustainability commitments.



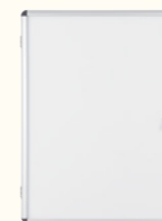
Whiteboards



Trio Boards



Cork Boards



Lockable Boards



Easels



Mobile Boards

Maximising hygiene and minimising carbon impact through a life-cycle approach



The climate-change emergency calls for companies to go beyond green-labelled sustainability initiatives and implement circular business strategies. Essity and its global brand Tork® apply a circular life-cycle approach to reduce impact on the environment from raw material to end of life.

Towards net zero emissions

Essity has an ambitious goal to reach net zero carbon emissions by 2050. With its long-held commitment to sustainability and expertise, Essity chooses to be a driving force in the industry.



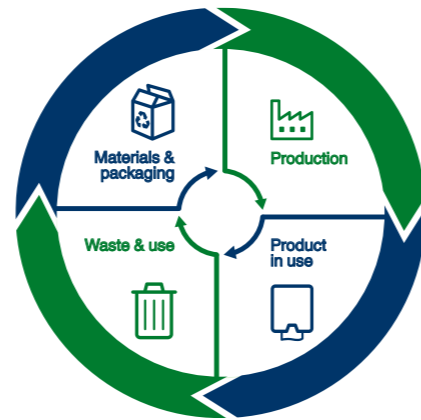
Essity were awarded "Gold" in the 2024 Ecovadis CSR Rating.



Essity received an "A" for CDP Forests and "A-" for CDP Climate 2024, recognized for leadership in sustainability by CDP.

A life-cycle approach to environment

To reduce the environmental impact, we use the life cycle approach to maximize hygiene, whilst minimizing carbon impact. From materials and packaging where all used fresh fibers are certified by FSC® or PEFC™, and 90% of Tork packaging is made from renewable resources like paper and cardboard. In the production of Tork products we pilot breakthrough technologies like the use of green hydrogen. Tork dispenser and refill systems also reduce consumption up to 40% on select systems and we pioneered Tork PaperCircle®, the world's first recycling service for used hand towels.



Tork carbon-neutral dispensers

As of May 2023, Tork is offering a range of 27 of their existing dispensers as carbon neutral dispensers. Carbon emissions have been reduced across the entire life cycle – from raw materials to end of life. Carbon emissions have already been reduced by using certified renewable electricity in the production, and the remaining emissions are compensated with verified climate projects.



ClimatePartner certified product
climate-id.com/9VIUDN



CO₂ measure
reduce
contribute

Essity has selected different certified and regularly monitored projects from ClimatePartners that direct resources to low-income countries and help communities mitigate and adapt to climate change.



Think ahead.



CSR KPIs

Policy Commitments:

1. Ensure the traceability of our activities and promote CSR issues in our value chain to our stakeholders.
2. Provide our customers with the best solutions for increasingly responsible and sustainable products.
3. Reduce the environmental impact of our activities, particularly with regards to climate change, and optimize resource management.
4. Encourage the human development of our employees and invest on employees
5. Ensure responsible governance of our activities in the regions and communities where we operate.

Policy Commitment	KPI	2022			2023		
		UK	DE	All Countries	UK	DE	All Countries
#1	Percentage of targeted suppliers* who have signed the supplier code of conduct**						59%
#1	Own-brand suppliers*** signed up to RAJA Responsible Charter or Supplier Guiding Principles			86%			94%
#1	% of suppliers assessed on their CSR Performance***			67%			74%
#1	% of suppliers who have been the subject of an on-site audit***			62%			53%
#1	% of products purchased in Europe ****(spend)						95%
#2	% of skus with sustainable product claims in core assortment			8%			8%
#2	% of net sales with sustainable product claims			24%			27%
#2	Number of sites with a certified quality assurance management system: ISO 9001	2	1	5	2	1	5
#3	Recycled Waste - paper/cardboard packaging (tonnes)	307.4	559.3		258.7	453.3	
#3	Recycled Waste - wooden material (tonnes)	82.1	97.4		65.9	58.7	
#3	Recycled Waste - food (tonnes)	0.0	3.2		0.0	3.9	
#3	Recycled Waste - plastic, foil and tapes (tonnes)	41.3	63		34.7	51.4	
#3	Recycled Waste - liquid/solid asset destruction (tonnes)	6.3	0		13.5	21.4	
#3	Recycled Waste - metal (tonnes)	14.0	6.3		12.1	3.9	
#3	Recycled Waste - bulky (tonnes)	0.0	1.6		0.0	1.8	

* Spend > €10K
 ** RAJA Sustainable Procurement Policy, RAJA Responsible Purchasing and Sustainable Development Charter or the Supplier's Code of Conduct Signatories
 *** Own-brand suppliers
 **** Defined by location

Policy Commitment	KPI	2022			2023		
		UK	DE	All Countries	UK	DE	All Countries
#3	Recycled Waste - electrical and electronic - hazardous (tonnes)	3.7	1.8		5.0	1.6	
#3	Recycled Waste - dry mixed (tonnes)	0.0	0		1.8	0	
#3	Recycled Waste - total (tonnes)	454.8	732.6		391.7	596.0	
#3	Non- Recycled Waste - packaging for treatment (tonnes)	0.0	67		0.0	56	
#3	Non-Recycled Waste - hazardous (tonnes)	7.6	4.2		7.0	0.9	
#3	Non-Recycled Waste - commercial and industrial (waste to energy) (tonnes)	78.7	0		79.0	0	
#3	Non-Recycled Waste - total (tonnes)	86.3	71.2		86.0	56.9	
#3	Total Waste (tonnes)	541.1	803.8		477.7	652.9	
#3	Total amount of hazardous waste (tonnes)	11.3	6		12.0	2.5	
#3	Total amount of non-hazardous waste (tonnes)	529.8	797.8		465.7	650.4	
#3	% Waste Recycled	84.1%	91.1%		82.0%	91.3%	
#3	Sanitary water consumption (m3)	5549.6	902.0		3896.0	775.0	
#3	Gas consumption (kWh)	1,617,439	1,606,608	4,413,960	1,433,984	1,735,770	4,121,390
#3	Electricity consumption (kWh)	4,437,214	2,155,650	8,259,336	4,396,879	1,974,692	7,742,203
#3	Cumulative energy consumption Gas & Electricity (in kWh)	6,054,653	3,762,258	12,673,296	5,830,863	3,710,462	11,863,593
#3	Total energy consumption from renewable sources (kWh)	4,437,214	-	4,437,214	4,131,865	1,974,692	6,106,557
#3	Scope 1 emissions - Gas (metric tons of CO2e)	295	392	978	262	318	754
#3	Scope 1 emissions - Oil and other fuels (metric tons of CO2e)	100	105	208	31	96	202
#3	Total Scope 1 greenhouse gas emissions (metric tons of CO2e)	395	498	1185	293	414	956
#3	Total Scope 2 market based greenhouse gas emissions (metric tons of CO2e)	0	994	1666	55	0	605
#3	Total Scope 2 location based greenhouse gas emissions (metric tons of CO2e)	858	994	2524	910	910	2,371
#3	Scope 3 Upstream emissions - fresh water (metric tons of CO2e)	1	0	7	1	0.14	1
#3	Scope 3 Upstream emissions - waste (solid and water) (metric tons of CO2e)	13	295	318	11	14	26
#3	Scope 3 Upstream emissions - travel (metric tons of CO2e)	67	4	180	146	9	249
#3	Scope 3 Upstream emissions - commuting (metric tons of CO2e)				262	204	900
#3	Scope 3 Upstream emissions - home working (metric tons of CO2e)				59	-	159
#3	Scope 3 Upstream emissions - T&D (metric tons of CO2e)	73	83	214	79	35.4	139
#3	Scope 3 Downstream emissions - third party transportation (metric tons of CO2e)	2223	2441	6467	2,493	1,875	5,309
#3	Scope 3 Downstream emissions - third party transportation (linehaul/trucking) (metric tons of CO2e)	662	-	662	442	-	1,047
#3	Scope 3 Total Upstream emissions (metric tons of CO2e)	153	382	719	558	262	1,475
#3	Scope 3 Total Downstream emissions (metric tons of CO2e)	2,886	2,441	7,129	2,935	1,875	6,356
#3	Total Scope 3 greenhouse gas emissions (metric tons of CO2e)	3,039	2,823	7,848	3,493	2,136	7,831
#3	TOTAL Greenhouse gas emissions (metric tons of CO2e)	3,434	4,314	10,699	3,841	2,550	9,392

Policy Commitment	KPI	2022			2023		
		UK	DE	All Countries	UK	DE	All Countries
#3	Offset Greenhouse gas emissions (metric tons of CO2e)			7,000			6,500
#3	Number of sites with a certified environmental management system (EMS): ISO 14001	1	1	2	1	1	2
#4	Percentage of employees with health cover	100%	100%	100%	100%	100%	100%
#4	Percentage of part-time employees (at year end)	12.3%	22.8%	21.0%	12.4%	23.1%	22.0%
#4	The percentage of employees benefiting from remote work compared to the number of jobs that can be done remotely	100%	0%	74%	100%	100%	95%
#4	Percentage of total workforce at all sites who have received career-related or skills development training	26%	3%	37%	18%	9%	42%
#4	Average number of training hours per employee	2	0.4	8.7	2	2	8.9
#4	Percentage of employees trained	100%	100%	100%	100%	100%	100%
#4	Percentage of employees that can participate in Employee Assistance Programme	100%	100%	79%	100%	100%	79%
#4	Number of Works Council Meetings			36	6	25	81
#4	Proportion of total workforce at all sites covered by formal collective agreements on working conditions	100%	100%	99.9%	100%	100%	99.7%
#4	% of the headcount assessed/annual appraisal			92%	60%	25%	67%
#4	Percentage of employees trained/aware of diversity and inclusion issues	100%	100%	100%	100%	100%	100%
#4	Percentage of disabled employees	1%	18%	4%	5%	16%	4%
#4	Managers (at least one direct report) - % Men			57%	62%	86%	62%
#4	Managers (at least one direct report) - % Women			43%	38%	14%	38%
#4	Executives & Directors - % Men			70%	75%	100%	67%
#4	Executives & Directors - % Women			30%	25%	0%	33%
#4	Total employees - % Men			43%	58%	56%	43%
#4	Total employees - % Women			57%	42%	44%	57%
#4	Percentage of employees aged 50 or over	43%	52%	28%	42%	54%	30%
#4	Percentage of employees aged 25 or under	1%	6%	11%	2%	3%	8%
#4	Percentage of Employees with a Nationality Other Than the Country in Which They Work			30%	13%	18%	23%
#4	Number of Promotions - Total Employees - Men			5	13	1	19
#4	Number of Promotions - Total Employees - Women			11	6	0	17
#4	Average unadjusted gender pay gap (average % female salary vs male salary)				90%	87%	
#4	Ratio of the annual total compensation for the highest paid individual, to the median annual total compensation for all employees				4.5	3.4	
#4	% of sites certified for health and safety at work	33%	100%		33%	100%	
#4	Number of sites with a certified occupational health & safety management system: ISO 45001	1	1		1	1	

Policy Commitment	KPI	2022			2023		
		UK	DE	All Countries	UK	DE	All Countries
#4	% of the Headcount Represented by Health & Safety Representatives	100%	100%		100%	100%	
#4	% of employees trained/aware of health and safety issues	100%	100%		100%	100%	
#4	% of sites for which an occupational health and safety risk assessment has been carried out	100%	100%		100%	100%	
#4	Number of hours worked	759,200	471,192		819,520	451,752	
#4	Number of work related accidents	27	7		16	6	
#4	Number of work related accidents with lost time > 24h	4	7		3	5	
#4	Number of days lost due to work-related accidents	44.5	81		4	260	
#4	Number of commuting related accidents		4			2	
#4	Number of commuting related accidents with lost time > 24h		4			2	
#4	Number of days lost due to commuting related accidents		244			29	
#4	Total number of accidents	27	11		16	8	
#4	Total number of accidents with lost time	4	11		3	7	
#4	Total number of days lost due to accidents	44.5	325		4	289	
#4	Frequency rate of work related accidents. Lost-time accident severity rate for employees -> (total number of days lost due to accidents at work) x 1,000 / total number of hours worked	0.06	0.17		0.005	0.58	
#4	Severity rate of work related accidents. Lost-time accident frequency for employees -> (total number of lost-time accidents) x 1,000,000 / total number of hours worked throughout the company	5.27	14.86		3.66	11.07	
#4	Frequency rate of all accidents (commuting and work-related)		0.69			0.64	
#4	Severity rate of all accidents (commuting and work-related)		23.35			15.5	
#5	% of workforce trained on ethics and responsible business conduct				7%	0%	3%
#5	Number of Whistleblower reports	0	0	0	1	0	1
#5	Number of confirmed corruption incidents	0	0	0	0	0	0
#5	Number of Information Security incidents			2	1	0	4
#5	Value of donations (combined cash and stock donations. Stock calculated at cost price)	£27,511	€16,500		£200,048	€23,000	



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