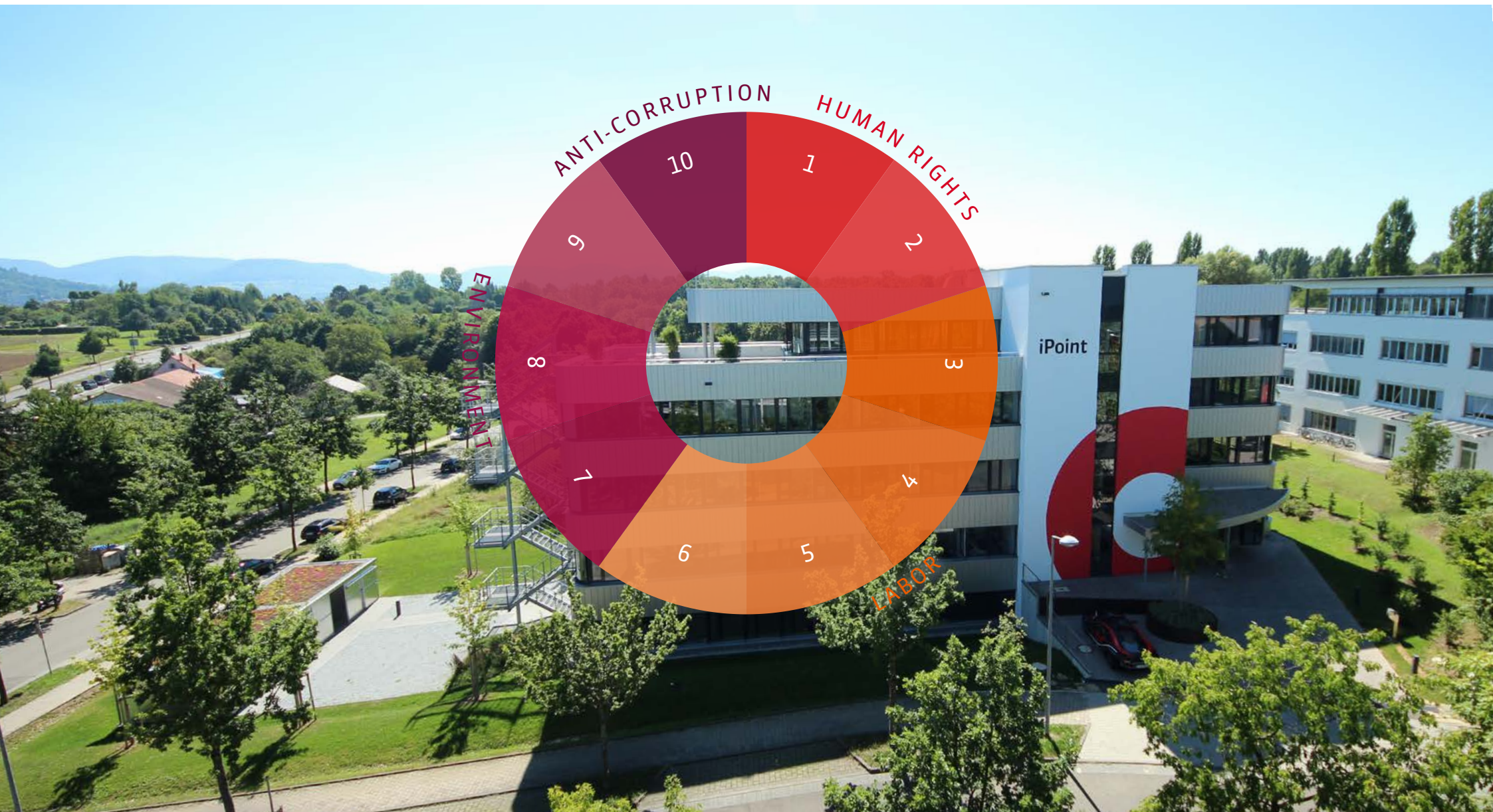


# Sustainability Report 2019/20

UN Global Compact | Communication on Progress | August 2019 - August 2020





<b>I. Statement of Commitment and Continued Support by the Chief Executive Officer</b>	<b>3</b>
<b>II. About iPoint</b>	<b>5</b>
<b>III. Sustainability Facts at a Glance</b>	<b>8</b>
<b>IV. Advancing the SDGs</b>	<b>9</b>
<b>V. Living Up To UNGC's 10 Principles</b>	<b>26</b>
The 10 Principles as guide in the COVID-19 crisis	28
Human Rights	33
Principle 1	33
Principle 2	41
Labour	42
Principle 3	42
Principle 4	42
Principle 5	44
Principle 6	45
Environment	47
Principle 7	47
Principle 8	52
Principle 9	60
Anti-Corruption	62
Principle 10	62
<b>VI. Looking Forward</b>	<b>64</b>
<b>VII. Disclosure Regarding Forward-looking Statements</b>	<b>68</b>
<b>References</b>	<b>69</b>
<b>Abbreviations</b>	<b>78</b>
<b>Imprint</b>	<b>79</b>



This is our **Communication on Progress** in implementing the principles of the **United Nations Global Compact** and supporting broader UN goals.

We welcome feedback on its contents.

## **iPoint-systems gmbh**

Managing Director (CEO): Joerg Walden  
Ludwig-Erhard-Str. 58  
72760 Reutlingen  
Germany



# I. Statement of Commitment and Continued Support

by the Chief Executive Officer of iPoint-systems gmbh, Joerg Walden



## *To our Stakeholders:*

August 7, 2020

I am pleased to confirm iPoint-systems' continued commitment to supporting the Ten Principles of the United Nations Global Compact (UNGC) in the areas of Human Rights, Labor, Environment, and Anti-Corruption, as well as the SDGs.

iPoint became a proud signatory of the UNGC on August 7, 2017. In this annual Communication on Progress (CoP) – our third one to date –, we describe our actions to continually improve the integration of the UNGC's principles into our business strategy, culture, and daily operations and to advance broader societal goals, in particular the United Nations' Sustainable Development Goals (SDGs). We also commit to sharing this information with our stakeholders using our primary channels of communication.

The still-prevailing COVID-19 crisis has presented companies around the globe with unexpected challenges of unprecedented scale. Needless to say, iPoint and our customers have not been spared by the crisis and its massive impact on the economy. But if there is one thing the crisis has taught us, it is that now, more than ever, we – the private sector – must unite in solidarity, take action, demonstrate our responsibility towards employees, suppliers, and society, and lead by example to “recover better, recover stronger,

recover together” (to quote the magnificent theme of this year's UN Global Compact Leaders Summit).

In the past few months, I have witnessed how iPoint's customers – as a microcosmos of companies around the globe –, have taken various steps to ensure employees' health and well-being as well as business continuity: from urgent but necessary measures such as temporary production stops, to the digitalization of processes and alternative work models such as telecommuting. Besides numerous material and financial donations, many of our customers also provided their own protective equipment, products, or facilities to medical personnel, and offered their own technical equipment to find solutions, while pharmaceutical companies increased the production of essential critical products, and manufacturing companies repurposed their production facilities and switched to the production of medical devices, protective equipment, and disinfectants. Beyond providing valuable resources that can help save lives, this move helps the companies keep their workers and facilities operating despite difficult economic conditions. I am very impressed by the commitment our customers have shown to combat the immediate effects of the crisis, and am very proud to be part of this ecosystem.

The coronavirus crisis still has us all in its grip. Every single company, every single person needs to contribute to flattening the



# I. Statement of Commitment and Continued Support

by the Chief Executive Officer of iPoint-systems gmbh, Joerg Walden (continued)



curve so that we can slow down the spread of the virus. Such a dedication and commitment is also necessary to tackle the other great global challenges we need to solve to ensure a prosperous, sustainable, and equitable world worth living in for future generations, including efforts to end poverty, reduce inequalities, conserve the environment, produce sustainably, and tackle climate change by 2030. In these extraordinary times we have the unprecedented opportunity to question our existing system and realign everything in a new – and more sustainable – way. Now is the time to adapt to sustainable business models and frameworks such as the SDGs, which are resilient even in times of crisis. Sustainable business leadership is needed now more than ever before. Because it is precisely in these volatile times that sustainable companies prove to be the most successful and resilient ones.

We are proud and grateful to be part of the United Nations Global Compact as the world's largest and most widely embraced voluntary corporate sustainability initiative. To iPoint, the UNGC's ten principles have proved to be a valuable guide in dealing with the crisis in a sustainable manner. We have extended our standard report by a chapter capturing our COVID-19-related actions within the framework of the UNGC's principles. Apart from that, the report at hand describes our continued journey in implementing several measures to promote the UNGC's multi-year strategy of increasing awareness and action in support of achieving the SDGs by 2030.

In this decade of action and delivery for sustainable development, I strongly believe that the solution to many of our global environmental, social, and economic challenges lies in the combination of the Circular Economy with digital data, an approach we at iPoint have come to call the "Digital Circular Economy". In particular, our business solutions for the entire life cycle of products contribute to supply chain transparency and product sustainability – and thus to areas which are particularly important for companies' sustainable restart. In this unique situation iPoint wants to act fast with our digital approach and support companies by providing a vast amount of product-related knowledge and data which helps them to rethink and improve their strategy and business model to create a more sustainable future.

The findings in this report summarize the path iPoint has chosen to follow, and we remain committed both as a company and a corporate citizen to accelerate the transition towards a sustainable future.

We live sustainability.

Sincerely yours,

Joerg Walden  
Managing Director (CEO) iPoint-systems gmbh





*“I am driven by the vision that today’s solutions  
can contribute to securing a sustainable world  
for future generations.”*

– Joerg Walden, CEO and founder of iPoint-systems gmbh



## II. About iPoint – Business Introduction



in business  
since  
**2001**

  
**14** locations  
worldwide

**170+**  
employees



**97%**  
customer  
renewal  
rate



**60,000+**  
customers  
from  
**100+**  
countries

**250**  
leading global  
manufacturers

iPoint-systems gmbh (iPoint) develops pioneering compliance and sustainability solutions to open the door to the Circular Economy. More specifically, we provide software and services for environmental and social product compliance, process compliance, and sustainability which enables other companies to collect, process, and utilize product-related compliance and sustainability data from and for the entire product life cycle and the whole value creation network.

iPoint's software and services support companies in assessing and reporting the environmental, social, and economic impacts of their products and related processes, and meeting and staying one step ahead of regulations and requirements such as REACH, SCIP, RoHS, WEEE, ELV, EHS, Conflict Minerals- and Modern Slavery-related laws, as well as other trending devel-

opments and challenges governing product, supply chain, and enterprise stewardship. iPoint's holistic, circular perspective envisages a continuous, digital system lifecycle management process that supports not only compliance with the law, but also the sustainability of products, value chains, and brands.

Since our founding in 2001, iPoint has been constantly expanding the iPoint Group and its solutions portfolio to realize its vision of building an integrated digital platform for the Circular Economy and a holistic sustainable operating system.

Put simply, our very vision is to create solutions to solve sustainability issues. As our software platforms and tailored solutions are premised on legal compliance and sustainability, we achieve a positive impact pursuant to the 10 UNGC principles.



## II. About iPoint – Business Introduction

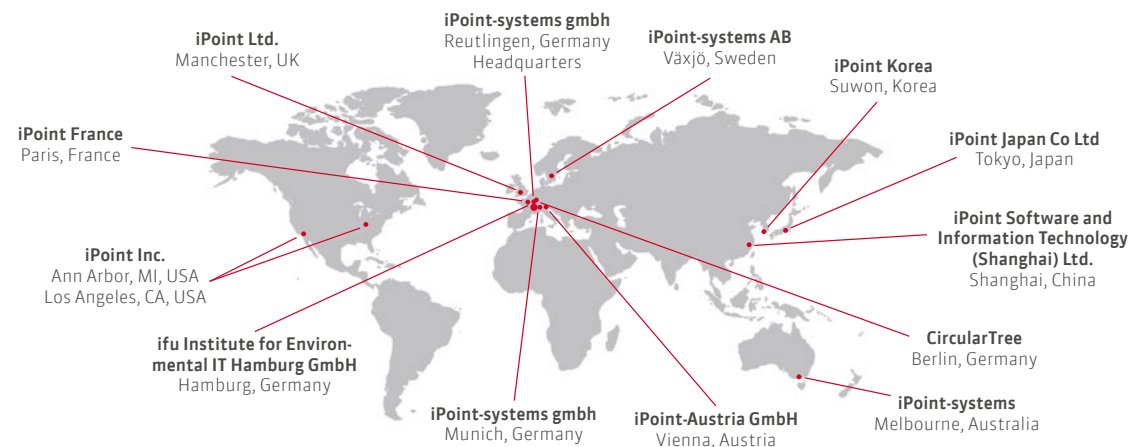


Yet we also strive to uphold these principles with respect to our internal day-to-day operations. Our main business comprising software and related services, and not selling any hardware or other goods, means that iPoint does not have traditional supply chains. That said, we do procure select goods and services that permit the functioning of a high-tech software company. This report will focus on both our in-house and external impacts, viewed through the UNGC lense.

We should note that this report only covers iPoint-systems gmbh, encompassing our Reutlingen headquarters and Munich branch. The entire iPoint Group, however, includes 14 subsidiaries and offices worldwide.<sup>1</sup>

Further information:

➔ [www.ipoint-systems.com](http://www.ipoint-systems.com)















### III. Sustainability Facts at a Glance

Over the period from August 8, 2019 to August 7, 2020



#### Internal:

- 99%**  We reduced our paper consumption by 99% between March 16 and July 1, 2020
- FSC**  iPoint's entire in-house paper consumption is based on FSC®- and ISO 14001-certified paper with an EU Ecolabel, and all of our corporate printing needs are met by FSC®- and ISO 12647-2-certified printers
- 13%**  We reduced our waste by thirteen percent (13%)
- ECO**  iPoint's headquarters run on sustainable geothermal energy and are powered by renewable electricity sources
- 26%**  Twenty-six percent (26%) of our employees had a citizenship other than German
- 33%**  Thirty-three percent (33%) of our upper-level managers were female
- 58%**  Fifty-eight percent (58%) of the employees we hired were female
- 58,868t**  We saved 58,6 tons of CO<sub>2</sub> produced by air travel, and by contributing 1.965 kilometers to a cycling campaign, 11 cyclists from iPoint were able to avoid 268 kilograms of CO<sub>2</sub> emissions

- 2**  iPoint's Reutlingen site features two electric vehicle charging stations
- 20%**  20% of our fleet are alternatively powered company cars (electric and hybrid)

#### External:

- SDGs**  iPoint's business solutions are aligned with SDG 3, SDG 8, SDG 9, SDG 12, and SDG 16
- 56,000**  The iPoint Conflict Minerals solution is now used by 56,000 companies around the globe
- \$\$\$**  iPoint commissioned or sponsored two independent studies investigating the corporate implementation of human rights-related laws (e.g., the French Devoir de Vigilance law)
- 7**  iPoint donated to 7 charitable causes
- 3**  We joined 3 initiatives and movements dedicated to advancing one or more of the SDGs
- 1**  We received 1 award which aligns with the UNGC principles



## IV. Advancing the SDGs

### Advancing the SDGs

As a member of UN Global Compact, iPoint is fully committed to promoting and advancing the Sustainable Development Goals (SDGs)<sup>2</sup> inside and outside of our company to accelerate the transition towards a sustainable future.



### Assessing iPoint's Contribution to the SDGs

In the current reporting year, in an effort to assess our contribution systematically, we conducted a detailed analysis of the SDGs. This process, during which we also took into account established tools and guidelines on the interpretation of the SDGs<sup>3</sup>, comprised the following steps:

#### 1. Understanding the SDGs

We continued to familiarize ourselves with the SDGs and their targets in order to understand the opportunities and responsibilities they represent to our company.

#### 2. Defining our priorities

Since not all of the 17 SDGs are equally relevant for iPoint, we conducted an assessment of the impacts of our business activities on the SDGs. The aim was to assess iPoint's current contribution to the SDGs by focusing on the measures we implement to reduce our negative impacts while enhancing our positive contribution to the sustainable development agenda. The analysis of our strategic priorities extended to the following areas:

- a) Products of our core business
- b) Internal processes, workflows, operations
- c) R&D projects
- d) Social commitment (mainly: donations to charitable causes)

The result of this analysis is the following heatmap, the elements of which are detailed in the following paragraphs.



## IV. Advancing the SDGs

### iPoint's Contribution to the SDGs





## IV. Advancing the SDGs



The assessment of iPoint's contribution is based on qualitative and quantitative data collected separately for each category in relation to the 169 targets and subsequently consolidated at the level of the 17 overarching goals. The analysis took into account a wide range of different factors and their respective influence on the goal or target – including, among other things, sales figures and donation budgets –, and was conducted with stakeholders from different departments at iPoint (sales, product management, human resources, corporate communications, and accounting).

We will use this initial analysis as the basis for:

- ➔ identifying potential areas in which we can increase our positive impact and reduce our negative impact regarding the prioritized SDGs,
- ➔ defining objectives – in cooperation with stakeholders – via which we intend to contribute to the prioritized SDGs and their targets in the upcoming reporting year, and
- ➔ determining the indicators we will use to measure progress against them.

### 1. Core Business

Our very business model and our business portfolio is predicated on the advancement of the SDGs. Therefore, our support

to other companies in their quest to become more sustainable may also be analyzed according to the SDGs. Indirectly supporting several of the SDGs (see heatmap, low support category), our business solutions also align directly with SDG 3 (ensure healthy lives and promote well-being for all at all ages), SDG 8 (promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all), SDG 9 (build resilient infrastructure, promote sustainable industrialization and foster innovation), SDG 12 (ensure sustainable consumption and production patterns), and SDG 16 (promote just, peaceful and inclusive societies).

More specifically, our external impact is aligned with Target 3.9,<sup>4</sup> Targets 8.2,<sup>5</sup> 8.4,<sup>6</sup> and 8.7,<sup>7</sup> Target 9.4,<sup>8</sup> Targets 12.2,<sup>9</sup> 12.4,<sup>10</sup> 12.5,<sup>11</sup> 12.6,<sup>12</sup> and 12.A,<sup>13</sup> as well as Targets 16.2<sup>14</sup> and 16.4.<sup>15</sup>

With the ongoing expansion of our solutions portfolio, we will be able to cover more and more SDGs with our solutions to support our customers – no matter how large or small the company – to contribute to achieving the SDGs and advance the SDG agenda.





## IV. Advancing the SDGs

### 2. Internal Workflows, Processes, and Operations

Our internal workflows, processes, and operations focus strongly on issues and measures relating to SDG 3 (ensure healthy lives and promote well-being for all at all ages), SDG 4 (ensure inclusive and equitable quality education and promote lifelong learning opportunities for all), SDG 7 (ensure access to affordable, reliable, sustainable and modern energy for all), SDG 8 (promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all), SDG 12 (ensure sustainable consumption and production patterns), SDG 13 (Take urgent action to combat climate change and its impacts), and SDG 17 (strengthen the means of implementation and revitalize the global partnership for sustainable development).

#### **SDG 3 (ensure healthy lives and promote well-being for all at all ages)**

In the current reporting year, in an effort to support SDG 3, we have either newly introduced or continued to implement the following measures aimed, among other things, at reducing premature mortality from non-communicable diseases through prevention and treatment, and promoting mental health and well-being (Target 3.4):

- ➔ Corporate sports group with external trainer (weekly on-premise course, since COVID-19-related dominance of remote work online via Zoom),
- ➔ online yoga group (March to June 2020 daily, since July 2020: weekly),
- ➔ funding of employees' participation in sports competitions with up to €200 per employee per year,
- ➔ provision of height-adjustable standing desks (on request),
- ➔ provision of fresh fruit, mineral water, coffee, and tea to every employee every day on the headquarters office premises (limited during the corona-related switch to remote work),
- ➔ ophthalmological examination (every two years),
- ➔ mediation workshops on noise disturbance in open-plan office.

#### **SDG 4 (ensure inclusive and equitable quality education and promote lifelong learning opportunities for all)**

Having skilled and motivated staff is a strategic corporate goal of iPoint, and we invest in our workforce continuously to provide relevant information, high-quality training, and further education. This includes:





## IV. Advancing the SDGs



### Apprenticeship

During the current reporting period, in a quest to increase the number of youth and adults who have relevant technical and vocational skills for employment (SDG Target 4.4), our HR department has taken several measures in cooperation with the training instructors to restructure and optimize iPoint's apprenticeship system.

To provide the trainees with better supervision, three new training instructors have joined iPoint who can now offer the apprentices consultation hours on a regular basis. iPoint's intranet space for trainees has been expanded and restructured to offer our trainees a common learning platform with access to relevant literature and trainings. To strengthen the soft skills of the trainees, special training courses on feedback, communication, and presentation were offered. In addition, a rotation system for interdisciplinary exchange between the teams was introduced to give the trainees a comprehensive insight into the various departments of our software company.

All these measures have enabled us to almost duplicate the number of trainees at iPoint and thus offer apprenticeships to more trainees. A survey on the training year 2019 also revealed that the satisfaction of trainees at iPoint has increased

significantly compared to the previous year, as has the cohesion among trainees.

### Lifelong learning

We place great value on development and further training opportunities, which are equally decisive for the qualification and personal development, positioning as an attractive employer, and for the future viability of our company.

In July 2020, in order to promote lifelong learning opportunities for all and access to skills development training and particular occupations, iPoint committed to funding professional training courses for all of our Reutlingen-based staff, who now have a dedicated budget for training courses they can complete via a third-party online learning platform (Target 4.4).

### Education on the SDGs

During the current reporting year, we continued to educate our internal and external stakeholders on the SDGs, for example on sustainable lifestyles, human rights, and the circular economy (Target 4.7). We regularly addressed the SDGs in our internal communications to increase our employees' awareness and knowledge of this topic, e.g. at staff meetings or in our employee magazine "To the iPoint". Furthermore, we continued to fea-



## IV. Advancing the SDGs

ture SDG-related topics and campaigns (e.g., the Global Goals Week in September) as well as highlight our commitment to the SDGs in our external communications, for example, via our social media channels, whenever possible. And iPoint CEO Joerg Walden continued to address the importance of the SDGs in his articles published on the social business platform LinkedIn.<sup>16</sup>

Since July 2019, Joerg Walden has been acting as co-chair of the working group “Social Impact & Sustainability” of the International Association of Trusted Blockchain Applications (INATBA), which we co-founded with 105 other organizations in April 2019.<sup>17</sup> Based on the assumption that Blockchain and Distributed Ledger Technologies (DLT) offer a unique set of tools to tackle some of the most pressing issues humanity is facing today, the working group aims to leverage Blockchain and DLT to achieve positive socio-economic impact and advance societal goals such as the SDGs. From November 11-13, 2019, INATBA, the European Commission, the European Blockchain Observatory and Forum, and Alastria hosted the international Blockchain conference “Convergence”<sup>18</sup> in Malaga, which attracted more than 1,500 participants. The INATBA working group “Social Impact & Sustainability” organized two sessions moderated by iPoint

CEO Joerg Walden: the roundtable discussion “Aligning SDGs + Social Impact goals with blockchain technology” and the panel “Leave no one behind: How can Blockchain increase positive social and environmental impact?” With events like this we continue to highlight the importance of combining the SDGs with technology like Blockchain, which we see as an important enabler of the Sustainable Development Goals<sup>19</sup> because Blockchain has the potential to make products, processes, and services more trusted, transparent, and traceable and thereby stimulate new business models which can contribute to sustainable economic growth.

### **SDG 7 (ensure access to affordable, reliable, sustainable and modern energy for all)**

iPoint contributes to achieving SDG 7 both by procuring energy responsibly and by reducing energy consumption. At our Reutlingen headquarters, iPoint only consumes electricity from renewable sources (so-called “Ökostrom”; Target 7.2). We strive to reduce energy consumption in our own operations (Target 7.3) through the use of:

- ➔ resource-efficient heating and cooling technology (geothermal heat pump);<sup>20</sup>
- ➔ resource-efficient lighting (LEDs);<sup>21</sup> and
- ➔ fuel-efficient vehicles.<sup>22</sup>





## IV. Advancing the SDGs



### **SDG 8 (promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all)**

We have implemented several measures and procedures to support SDG 8:

- We are committed to enhancing our own productive capacity through continuous skills development of workers, thus generating added value in the domestic economy (Target 8.1; see also details on SDG 4 in this chapter).
- iPoint strives to achieve higher levels of economic productivity through technological innovation, that is, through co-developing technology with start-ups, notably our own startup and innovation hub CircularTree<sup>23</sup> (Target 8.2).
- We foster local employment through supporting vocational education, job-oriented training programs, and building alliances with educational institutions to create a pipeline for skilled workers (Target 8.2). In particular, we are an official training facility and practice partner for integrated degree program studies at the Duale Hochschule Baden-Württemberg (DHBW, or Baden-Wuerttemberg Cooperative State University) for the Computer Science course at the Stuttgart location. Additionally, we are a recognized training company of the German Chamber of Industry and Commerce (IHK). With the above-mentioned measures taken to

restructure and optimize iPoint's apprenticeship system (see paragraphs on SDG 4), we were able to almost duplicate the number of trainees at iPoint and thus offer more apprenticeship opportunities and reduce the proportion of young people not in employment, education, or training (Target 8.6).

- Through our employment contracts as well as our corporate policies and procedures, we ensure responsible employment strategies and provide decent work and productive activities for all employees (Target 8.3), and protect basic labor rights including freedom of association, collective bargaining and industrial relations, limiting hours of work and providing adequate rest periods, ensuring job security and a safe and healthy working environment and supporting employment promotion and employment stability (Target 8.5, 8.8). For example, the employment contracts with our employees based in Reutlingen and Munich are premised on German national law, and either uphold or surpass requirements in areas such as minimum wage, job security, paid vacation day standards, and anti-discrimination. iPoint's Social Charter, which applies to all employees, managers, and executives of the company, covers minimum standards in areas such as equal treatment; freedom of association and the right to collective bargaining; and





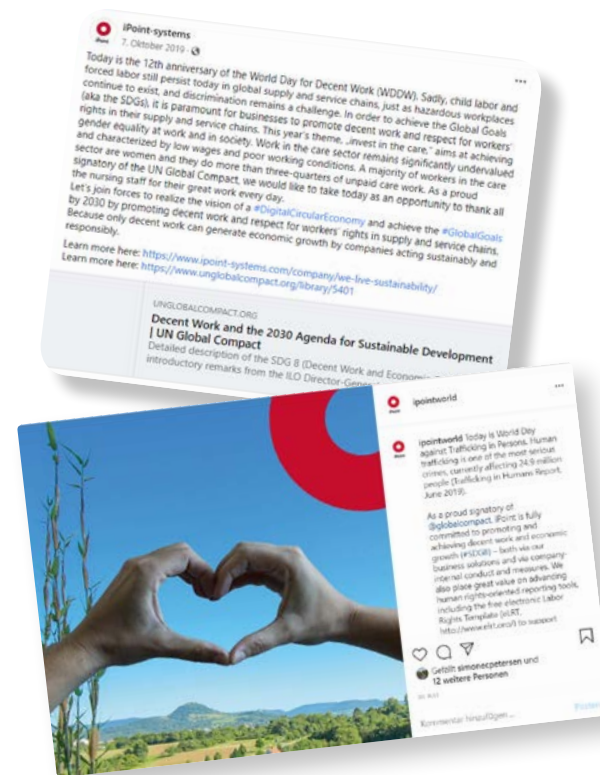
## IV. Advancing the SDGs

remuneration, working time, and paid leave. And our workforce composition reflects our commitment to inclusion, gender equality, and sexual orientation non-discrimination. As of July 31, 2020, our male-to-female ratio at the Reutlingen and Munich locations was 64%, 33% of our upper-level managers<sup>24</sup> were female, 20% of our employees were over the age of 50 years, 3% employees have disabilities, and 26% of our employees had a citizenship other than German, belonging to 13 different nationalities. In this context, the compatibility of work and family is an important concern for iPoint. For us, it is a matter of course to offer employees flexible working time models and extensive home office arrangements wherever possible. We are aware that not every activity allows for flexible working to the same extent. The aim is to enable every employee to combine private life and work in the best possible way. The part-time rate at iPoint is 13%. We also actively support employee reintegration into the workplace – for those who, for example, return after parental leave or after a long illness – with individualized plans.

- ➔ Regularly optimized annual performance reviews between managers and employees serve to discuss performance, goals, and individual development opportunities. These mandatory reviews are conducted according to uniform criteria (Target 8.3).



- ➔ iPoint has implemented several measures to support the progressive improvement of global resource efficiency in consumption and production and to decouple economic growth from environmental degradation, in accordance with the 10-year framework of programmes on sustainable consumption and production (Target 8.4). For further details, please refer to the subchapter on SDG 12 in this section.
- ➔ iPoint has in place several policies and measures to support the eradication of forced labor, the ending of modern slavery and human trafficking, and securing the prohibition and elimination of the worst forms of child labor, including recruitment and use of child soldiers (Target 8.7). For example, iPoint's Social Charter, which provides guidance to all employees, managers, and executives of the company on their daily conduct, contains a chapter on the prohibition of child labor and forced labor, and we regularly mobilize our corporate channels to raise awareness among our internal and external stakeholders about the practice of forced and compulsory labor, human trafficking, and child labor. Furthermore, we preferably work with vendors who place great value on certifications, labels, and standards which are based on internationally recognized standards of decent work – including the Universal Declaration of Human Rights, ILO conventions, and national laws – and attest





## IV. Advancing the SDGs



that companies treat workers fair, source and sell ethically and responsibly, and comply with social criteria.<sup>25</sup>

- ➔ We are continuously working on measures to offer our employees a safe and attractive working environment (8.8). With respect to occupational health and safety, we currently have four specifically trained first responders, three specifically trained fire protection assistants, and one safety officer at our headquarters. Each year we hold mandatory occupational safety events at the headquarters. The regular inspection of our office premises and the work equipment used, as well as regular consultations, guarantee our employees' safety and risk protection in the workplace.
- ➔ Further measures we have implemented in this reporting year to promote decent work include the introduction of:
  - regularly conducted surveys to measure and improve employee satisfaction;
  - a new idea management process, inviting employees to submit their suggestions for improvement and ideas on various topics in their department or in other areas that offer added value to their iPoint colleagues;
  - a company pension scheme for employees who have been employed by iPoint since January 1, 2020. This is now a combination of an old-age insurance and a health insurance module.

### **SDG 12 (ensure sustainable consumption and production patterns)**

The goal of ensuring sustainable consumption and production patterns is near and dear to iPoint, not just externally, in relation to our core products, but also internally. To underline our commitment to achieving this goal, we are part of pertinent programs and organizations, e.g.:

- ➔ ISO Technical Committee for the Circular Economy (ISO/TC 323)<sup>26</sup>
- ➔ One Planet Network, "a platform for Sustainable Development Goal 12",<sup>27</sup> and One Planet Network's Consumer Information Programme for Sustainable Consumption and Production (CI-SCP),<sup>28</sup> which implements and supports projects, undertakes research, identifies and encourages policies, and provides collaboration opportunities for anyone looking to engage and assist consumers in sustainable consumption.

Our internal workflows, processes, and operations aligned with this important SDG include, among other things, measures in the following areas:

- ➔ Improving energy use, minimizing emissions: We are continuously re-assessing where we may improve the efficiency and effectiveness of our energy use, and reduce CO<sub>2</sub> emissions (Target 12.1). In this context, we pay particular attention to passenger transportation since this area causes by far the





## IV. Advancing the SDGs

largest amount of GHG emissions at iPoint. Apart from encouraging carpooling and the use of public transport in order to reduce emissions and to relieve road traffic, we also have a corporate car policy in place which places restrictions on the type of vehicle and the permissible emissions, resulting in employees downsizing their vehicles. iPoint's Reutlingen site features two electric vehicle charging stations, and 20% of our fleet are currently alternatively powered company cars (electric and hybrid) – a 7% increase compared to the previous reporting year. Switching to remote work from home, encouraging virtual meetings, and reducing the volume of physical travel for our employees and customers to an absolute minimum during the COVID-19 pandemic (see next chapter, pp.28) also supported us in reducing our environmental footprint. For example, by dispensing with any kind of air travel, we were able to save almost 60 tons of CO<sub>2</sub> produced by air travel (as compared to the same period in 2019).

- ➔ Sensitizing and educating stakeholders: In order to improve their willingness to engage in sustainable consumption, we are constantly raising our internal and external stakeholders' awareness and educating them on this topic. This includes, for example, using our social media to promote national or international

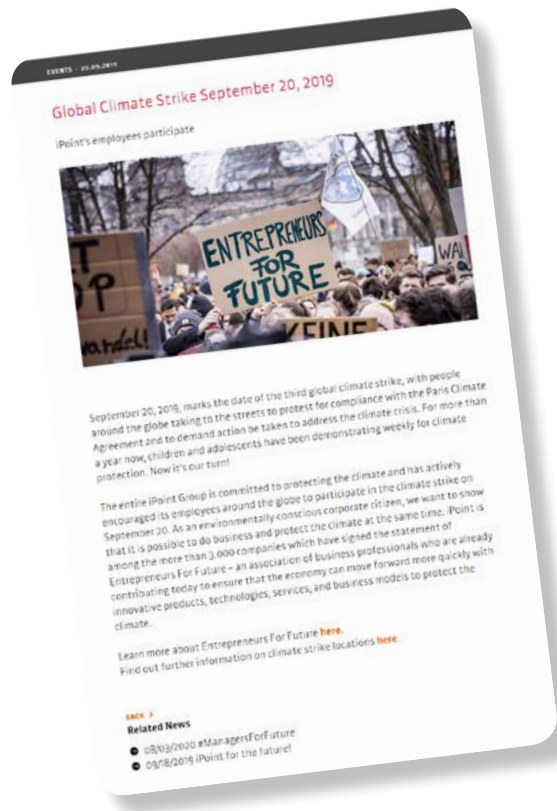
awareness days,<sup>29</sup> or implementing campaigns to proactively inform our employees about precautionary approaches to environmental challenges by providing, e.g., energy savings tips or pointers for correct office airing.<sup>30</sup>

- ➔ Proactive environmental management systems: We have implemented several measures to achieve the sustainable management and efficient use of natural resources (Target 12.2) by establishing and maintaining proactive environmental management systems, including:
- Replacing unsustainable office supplies with sustainable alternatives;<sup>31</sup>
  - Improving food packaging;<sup>32</sup>
  - Tracking and reducing water use by installing motion-activated taps which prevent water usage longer than required;
  - Partnering with vendors who implement circular business models.<sup>33</sup>
- ➔ Monitoring and reduction of waste: We are monitoring and tracking our waste (12.4) and were able to reduce our waste by 13% by introducing central waste bins accompanied by instructions and charts on correct waste separation (Target 12.5). We have also switched 50% of the meals we provide at our headquarters through an external catering service to new environmentally friendly packaging made of cellulose without plastic coating PET.<sup>34</sup>





## IV. Advancing the SDGs



### SDG 13 (take urgent action to combat climate change and its impacts)

We strive to contribute to this goal by decarbonizing our operations through continuously improving energy efficiency and reducing the carbon footprint of our processes (Target 13.1). Measures that we – as a software and service provider with no production or handling of physical goods – have taken to achieve this goal include:

- supporting and encouraging climate-friendly travel and commute, including carpooling, use of public transport,<sup>35</sup> and cycling;<sup>36</sup>
- using digital communication and collaboration tools;<sup>37</sup>
- reducing the volume of work-related travel by facilitating remote working from home;<sup>38</sup>
- encouraging less international business travel;<sup>39</sup>
- consuming electricity from renewable sources (so-called “Ökostrom”);<sup>40</sup>
- using climate-neutral printing services.<sup>41</sup>

Furthermore, we are committed to educating our internal and external stakeholders and raising awareness on climate change mitigation, adaptation, and impact reduction (Target 13.3), e.g. by

- conducting environmental campaigns to proactively

communicate to our employees a precautionary approach to environmental challenges;<sup>42</sup>

- supporting and promoting initiatives committed to climate protection like Entrepreneurs For Future;<sup>43</sup>
- publicly supporting the Fridays for Future<sup>44</sup> movement and the call for climate strike and actively encouraging iPoint’s employees around the globe to participate in the global climate strikes.<sup>45</sup>





## IV. Advancing the SDGs

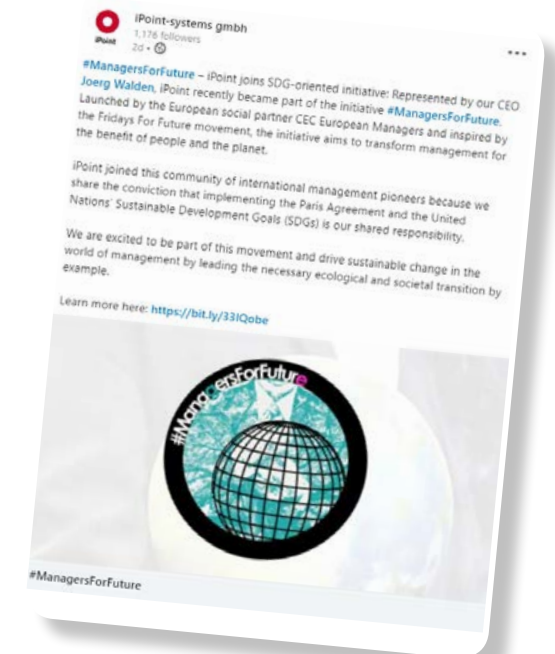
### **SDG 17 (strengthen the means of implementation and revitalize the global partnership for sustainable development)**

Many challenges of the present and the future are complex and affect a wide variety of players along the value chain. Therefore, we rely on close partnerships with our stakeholders to jointly develop practicable and future-proof solutions for our industry.

Apart from being a partner in several research projects (see next chapter/paragraph), iPoint is also a member of several initiatives, work groups, industry associations, programs, and organizations to develop the systems, processes, and procedures needed to comply with environmental and human rights-related regulations and directives, to interact with regulators and policy makers and bring technology to the next stage, and to advance the SDGs.

These include (excerpt):

- ➔ Automotive Industry Action Group (AIAG),<sup>46</sup>
- ➔ Consumer Information Programme for Sustainable Consumption and Production (CI-SCP)<sup>47</sup> of One Planet Network,<sup>48</sup>
- ➔ Entrepreneurs for Future<sup>49</sup> – joined in September 2019,
- ➔ Forum for Sustainability through Life Cycle Innovation (FSLCI),<sup>50</sup>
- ➔ IHK Netzwerk Nachhaltigkeit,<sup>51</sup>
- ➔ IPC,<sup>52</sup>
- ➔ ISO Technical Committee on Circular Economy (ISO/TC 323),<sup>53</sup>
- ➔ International Association of Trusted Blockchain Applications (INATBA),<sup>54</sup>
- ➔ #ManagersForFuture<sup>55</sup> – joined in August 2020,
- ➔ Responsible Minerals Initiative (RMI),<sup>56</sup>
- ➔ Unternehmen zusammen für Nachhaltigkeit – wir bleiben dran! (Companies together for sustainability – we're staying on task!)<sup>57</sup> – joined in April 2020,
- ➔ Verband für Umwelt- und Nachhaltigkeitsmanagement e.V. (VNU; Association for European Sustainability and Eco-Management Professionals).<sup>58</sup>





## IV. Advancing the SDGs



### 3. R&D Projects

iPoint's research and development activities are aimed at providing innovative solutions for customers, supporting sustainable development, and at the same time strengthening the competitiveness and thus the growth of the company. iPoint is involved in several R&D projects on national and international level which relate to one or more of the SDGs. Current projects include:

#### ➔ **ACTion – Advanced Shaped Sandwich Composites for Mechanical, Thermal and Acoustic Applications**

- *Project description:* The ACTion project wants to contribute to the establishment of cost-efficient mass production of advanced shaped sandwich-based lightweight structures by exploring the design and development of multi-functional sandwich structures for large-scale automotive manufacturing. It will also explore alternative manufacturing processes using presses and autoclaves for future small and medium volume industrial production and will develop a design tool for sandwich composites that allows the target-oriented engineering of sandwich structures, with respect to one or many design goals. The process for manufacturing the demonstrator will be integrated into the technical infrastructure of the Open Hybrid LabFactory (OHLF) – a leading research facility for large-scale manufacturing processes for lightweight structures which focuses on the energy- and resource-efficient production of multi-

functional structures for vehicle applications, and maps the entire value chain from the semi-finished product to the manufacturing of functional lightweight components – including conceptual competencies for component design and recycling.

- Funding: German Federal Ministry of Education and Research (BMBF).
- Project partners:
  - ElringKlinger AG
  - iPoint-systems
  - INVENT GmbH
  - Technical University of Braunschweig
    - » Institute for Acoustics (InA)
    - » Institute of Joining- and Welding Technology (ifs)
    - » Institute of Machine Tools and Production Technology (IWF), Chair of Sustainable Manufacturing and Life Cycle Engineering
  - Volkswagen AG
- Duration: 10/2019-09/2022
- Website: <https://open-hybrid-labfactory.de/ohlf/>
- SDGs:
  - 7
  - 9
  - 12





## IV. Advancing the SDGs

### ➔ Christian Doppler Laboratory for Sustainable Product Management enabling a Circular Economy

- *Project description:* The lab at the University of Graz seeks to shed light on the convoluted web of global supply chains and to develop a scientifically-solid basis for sustainability assessments of products and services in a circular economy.
- *Funding:* Christian Doppler Laboratories are financed jointly by the public purse and the participating companies. The most important public sponsor is the Austrian Federal Ministry of Digital and Economic Affairs (BMDW).
- *Project partners:*
  - ARA – Altstoff Recycling Austria
  - AVL
  - iPoint
- *Duration:* 2018-2025
- *Website:* <https://circular.uni-graz.at/en/>
- *SDGs:*
  - 8
  - 12

### ➔ DIBICHAIN – Digital representation of circular systems using Blockchain technology

- *Project description:* DIBICHAIN investigates the potential of blockchain for the digital representation of product cycles – especially with regard to decentralization, reliability, and counterfeit protection, but also carbon footprint, sustainable production, and recycling – using the case study of a bionic component manufactured by Airbus.
- *Funding:* As part of the blockchain strategy of the German Federal Government, which was adopted in September 2019, DIBICHAIN is funded within the framework of the measure "Resource-efficient recycling management – innovative product cycles" (ReziProK) of the German Federal Ministry of Education and Research (BMBF).
- *Project partners:*
  - Airbus
  - Altran Deutschland
  - Blockchain Research Lab
  - CHAINSTEP
  - iPoint
- *Duration:* 07/2019-06/2022
- *Website:* <https://dibichain.com/>
- *SDGs:*
  - 9
  - 12
  - 13
  - 15





## IV. Advancing the SDGs



### ➔ iCAREPLAST – Integrated Catalytic Recycling of Plastic Residues Into Added-Value Chemicals.

- *Project description:* Addresses the cost-efficient and environmentally-friendly recycling of a large fraction of today's non-recyclable plastics and composites from urban waste. Aims to demonstrate the whole technology for plastic waste valorisation in a pilot plant able to process >100 kg/h of plastic.
- *Funding:* Funded within the European Union's Horizon 2020 research and innovation programme under grant agreement N° 820770.
- *Project partners:*
  - Agencia Estatal Consejo Superior de Investigaciones Científicas
  - Universitat Politècnica de València
  - Technical University Braunschweig
  - National Laboratory of Energy and Geology
  - BioBTX B.V.
  - Imperial College London
  - iPoint
  - University of Twente
  - KERIONICS S.L.
  - URBASER, S.A.
- *Duration:* 10/2018-10/2022

- Website: <https://www.icareplast.eu/>

- SDGs:

- 3
- 12

### ➔ Life AskREACH

- *Project description:* The project aims to improve the substitution of Substances of Very High Concern (SVHCs) by increasing consumer demand for SVHC-free products and supporting industrial actors in identifying SVHCs in their products and fulfilling their information obligations under REACH Article 33(2).
- *Funding:* Funded under the LIFE Programme of the European Union (No. LIFE16 GIE/DE/000738)
- *Project partners:* The project is implemented by several partners from 13 EU states and supported by several institutions (e.g. ECHA, Cefic).
- *Duration:* 07/2017-08/2022
- Website: <https://www.askreach.eu/>
- SDGs:
  - 3
  - 12
  - 16
  - 17



## IV. Advancing the SDGs

### 4. Social Responsibility: Supporting the SDGs via charitable causes and organizations

iPoint has a long-standing tradition of contributing to charitable causes around Christmas time, and over the years, iPoint has donated to quite a number of charitable causes and organizations which have programs that are tied to many of the SDG themes.<sup>59</sup> Spread out over reporting year 2019/20, we have made donations to:

- The *Förderverein für krebskranke Kinder Tübingen e. V.* (sponsoring association supporting cancer-stricken children Tuebingen), which takes care of children with cancer, their parents, siblings, and grandparents. The direct support of families, further psychosocial help and the implementation of new ideas are core aspects of their work. They also support Tuebingen University's Children's Clinic as well as medical research. With our donation iPoint can not only support the realization of numerous projects, research, and financing the parents' and family house, but also directly SDG 3 (Good Health and Wellbeing).<sup>60</sup>
- JAM Deutschland e.V. is a Christian-humanitarian development organization based in Stuttgart in Southern Germany. The organization aims to support Africa's development into an economically healthy, independent region. JAM's work focuses on helping children and their families to help

themselves through nutritional feeding at schools, the building of water wells, agricultural development, and the rebuilding and reconstruction of existing nurseries. JAM Deutschland was founded in 2002 and is part of the organization JAM International, which was established in 1984. The tireless commitment of Rudolf Rampf, an entrepreneur based in the town of Grafenberg near the iPoint headquarters, to providing school meals and clean water in Angola has prompted iPoint to make this donation, which supports projects in this South African state. With this donation we also directly support the implementation of four Sustainable Development Goals: SDG 2 (Zero Hunger), SDG 6 (Clean Water & Sanitation), SDG 8 (Decent Work & Economic Growth), and SDG 11 (Sustainable Cities and Communities).<sup>61</sup>

- *Kreiskliniken Reutlingen GmbH* – In the district hospital of Reutlingen, near our company headquarters, the medical staff worked even harder during the COVID-19 dominated months. As a token of our appreciation for their valuable work in the health sector, iPoint made an Easter donation to this hospital, thus indirectly supporting SDG 3 (Good Health and Well-Being), and we also donated the chocolate bunnies we traditionally give to our headquarters employees to the staff of the district hospital.<sup>62</sup>
- *PALUNA* – Specialized Outpatient Palliative Care for Children and Adolescents – is based at the Tuebingen university





## IV. Advancing the SDGs



medical center in Germany. It comprises an interdisciplinary team of doctors who work hand in hand to support families with children and adolescents suffering from neuropaediatric and degenerative diseases, advanced cancer, progressive organ diseases of the intestine, heart, liver, lungs, and kidney, or congenital chromosomal changes. Among other things, PALUNA's specialized outpatient palliative care offers house visits, telephone consultation, and other life-enhancing services like symptom relief for patients. With our donation we support this important palliative assistance for young patients while also directly supporting the implementation of SDG 3 (Good Health and Wellbeing).<sup>63</sup>

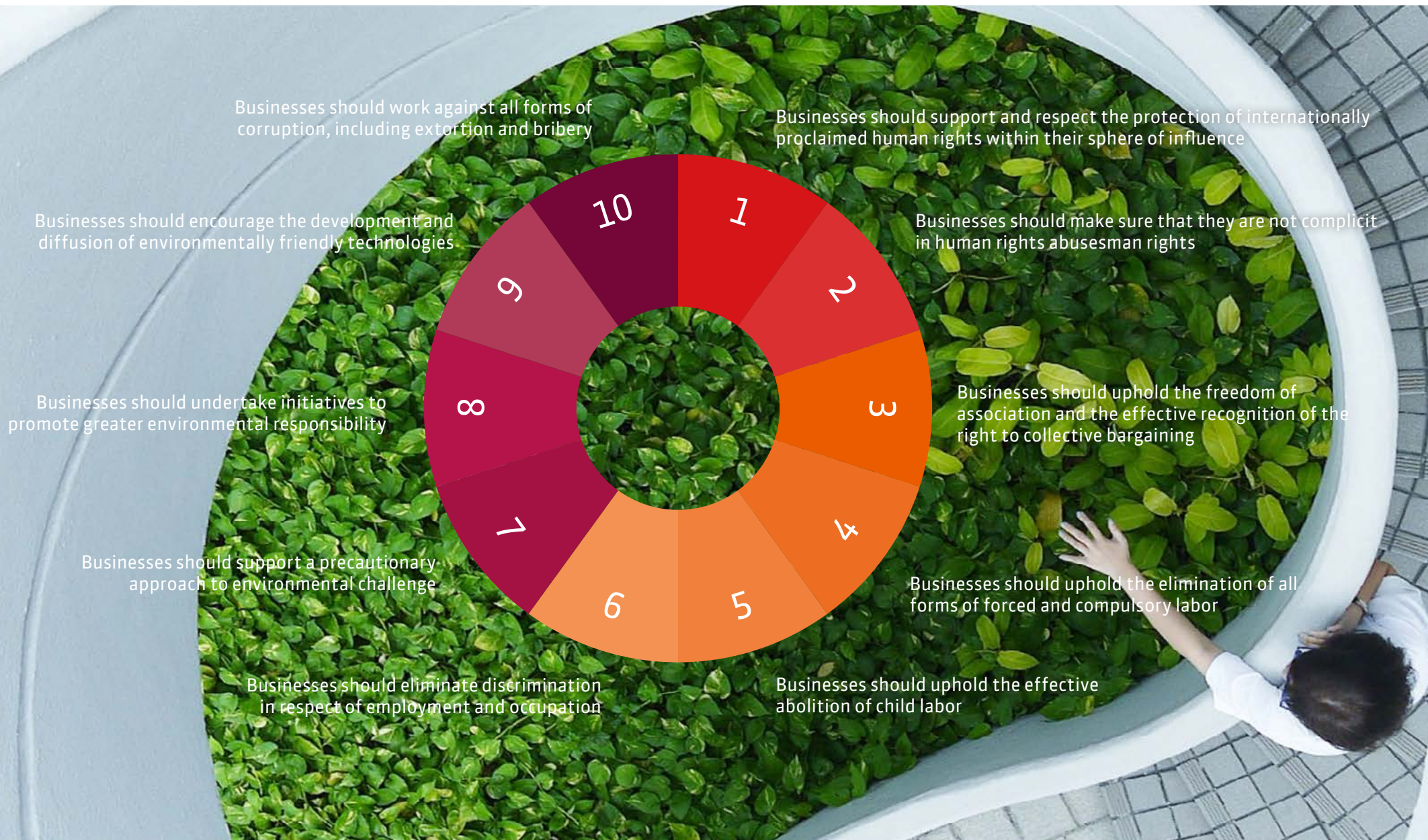
- *Plant for the Planet* is an initiative which has set itself the goal of raising awareness of climate change and actively countering it through tree-planting campaigns. Through our donation, we are able to back this great climate cause and directly advance SDG 4 (Quality Education) and SDG 13 (Climate Action).<sup>64</sup>
- *nez e.V. – „Nachhaltige Entwicklung – gemeinsam für die Zukunft“* (Sustainable development – together for the future”, formerly: Week of Links) is a sustainable development-focused platform for information exchange and networking via which we can directly support SDGs 4 (Quality Education) and 17 (Partnerships for the Goals).<sup>65</sup>

- *Sea Shepherd* is a non-profit, marine conservation organization whose mission it is to protect and conserve all marine wildlife by engaging in various demonstrations, campaigns, and tactical operations at sea and elsewhere, including conventional protests and direct actions to protect marine wildlife. Our donation went to Sea Shepherd's Operation CLEAN WAVES<sup>66</sup> which tackles Ocean Pollution, Reef Health, and Clean Water issues in isolated island nations. With this donation we are also able to directly support SDG 6 (Clean Water and Sanitation), SDG 13 (Climate Action), and SDG 14 (Life Below Water).<sup>67</sup>

In the past, we have always linked the donation to the SDGs retrospectively. Since December 2019, we have a reverse approach, selecting potential institutions and projects on the basis of whether their focus, vision, or mission are related to the SDGs.

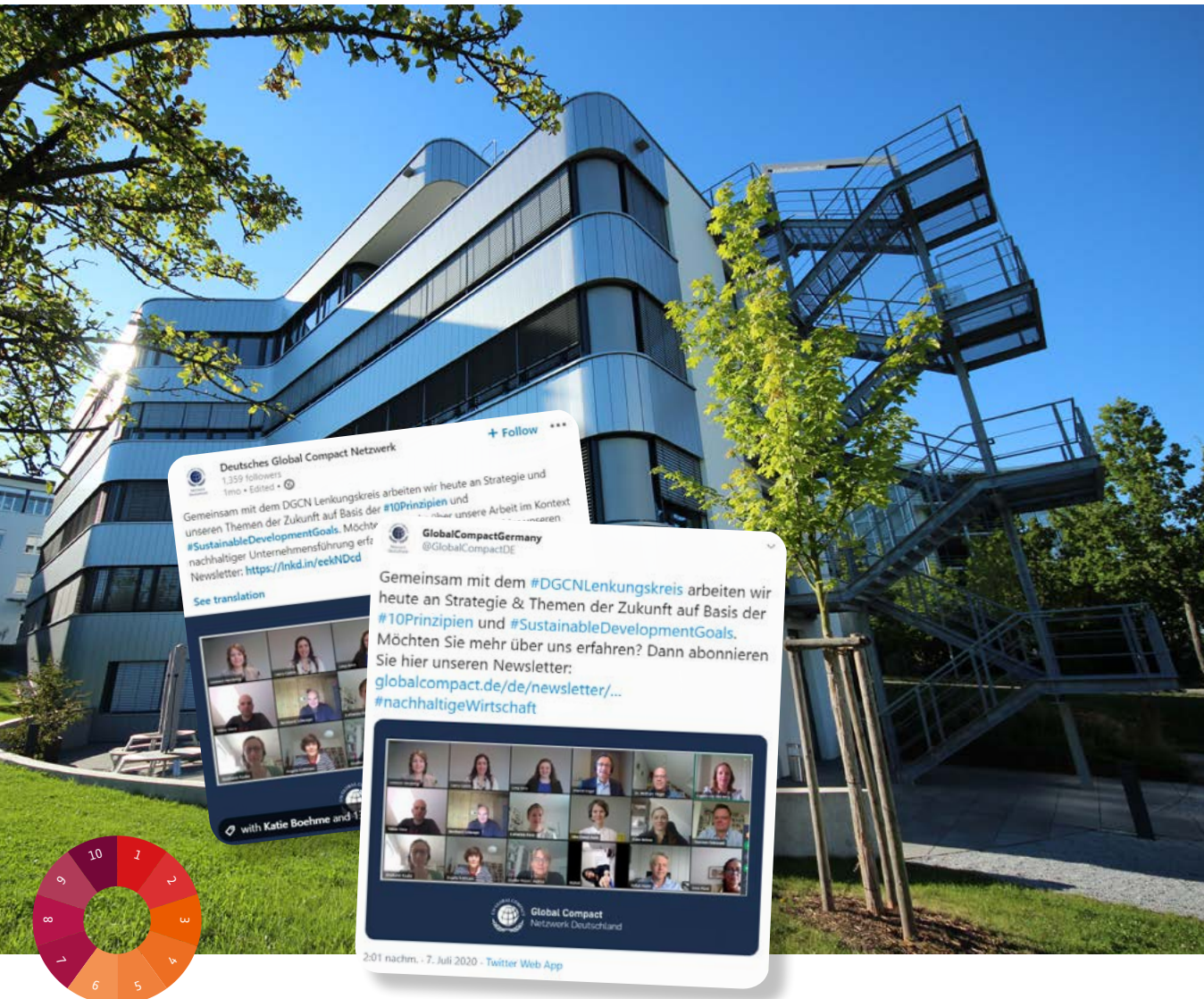


## V. Living Up To UNGC's 10 Principles





## V. Living Up To UNGC's 10 Principles



On August 7, 2017, iPoint was officially welcomed as a signatory of the UN Global Compact (UNGC). Upon joining the world's largest voluntary corporate responsibility initiative, we have committed ourselves to support, implement, and uphold the UNGC's Ten Principles.<sup>68</sup> In October 2019, we deepened our commitment and took on a more active role by the election of Dr. Katie Boehme, Head of Corporate Communications & Sustainability at iPoint, to the steering committee of the Global Compact Network Germany (DGCN) as a representative of the business community for the period 2019-2021.<sup>69</sup> The document at hand is our Communication of Progress for reporting year 2019/20. In the following paragraphs, we describe our main actions to continually improve the integration of the Global Compact and its principles in the areas of human rights, labor, environment, and anti-corruption into our business strategy, culture, and daily operations.



### Using the 10 Principles as guide in responding to the COVID-19 crisis

In 2020, the global COVID-19 crisis has presented iPoint, like many other companies, with unexpected challenges. In recent weeks, calls for a 'green', sustainable, SDG-based recovery to be placed at the heart of the world's post-COVID-19 recovery plan have been growing from nearly all European political parties, financial institutions like The World Bank Group, as well as international organizations such as the OECD and, of course, the UN Global Compact. For iPoint, the ten principles of the UN Global Compact in particular proved to be a valuable guide in dealing with the crisis in a sustainable manner, as the following overview of our measures and efforts demonstrates.

#### Human Rights

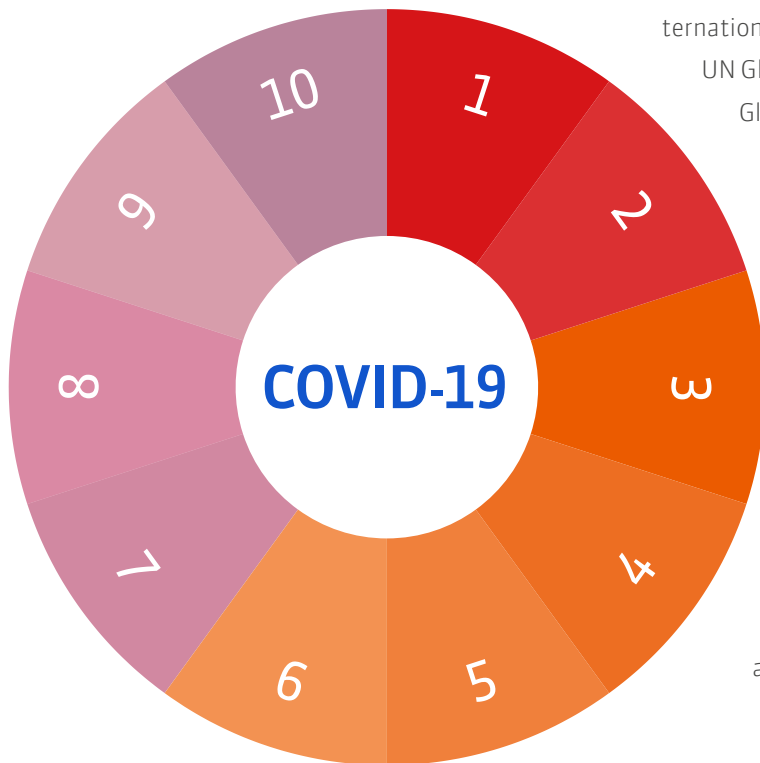
The measures iPoint implemented to address the fight against COVID-19 apply to and are accessible to all employees at the iPoint headquarters in Reutlingen – without discrimination of any kind, concerning for example, race, gender, religion, national origin, sexual orientation, or gender identity. iPoint's "SARS-CoV-2 Occupational Health and Safety Standards", our corporate concept for tem-

porary additional measures to protect iPoint's staff against a SARS-CoV-2 infection at the iPoint headquarters in Reutlingen, apply equally to all employees at this location (similar measures were implemented at other locations, e.g. Hamburg, which are not covered by this report) and are accessible to every employee via our intranet. The measures described in these standards include, for example, that:

- ➔ every iPoint employee has access to a reusable face mask and disinfectant when working at the iPoint headquarters;
- ➔ every iPoint employee at the headquarters has the opportunity to ask for individual advice from our company doctor, also on special risks due to a previous illness, individual disposition, but also on fears and psychological stress due to the coronavirus situation.

#### Labor

In the first COVID-19-related extraordinary staff meeting on March 16, 2020, CEO Joerg Walden declared: "We will do everything that is necessary to lead iPoint through the crisis and to preserve our jobs." And he was able to keep this promise: Despite cutbacks due to short-time working, iPoint was able to preserve every single job and keep every single employee, and there





## V. Living Up To UNGC's 10 Principles

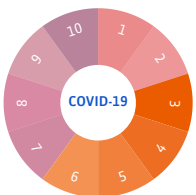
were no terminations related to the COVID-19 crisis between March 16, 2020, and the release of this CoP on August 7, 2020. In order to ensure business continuity and a stable continuation of income as well as preserve all jobs and offer job security in times of crisis, iPoint's full-time employees switched to short-time working (reduction of regular weekly working hours by up to 20%) on April 1, 2020.

Excluded from the short-time working arrangement are low-paid workers so that their earnings remain above the minimum wage and they can continue to ensure their livelihoods. This working group includes:

- All employees employed without insurance (e.g. working students),
- Trainees (i.e. all trainee contracts continue unaffected), and
- Part-time employees who work less than 50% of regular working hours

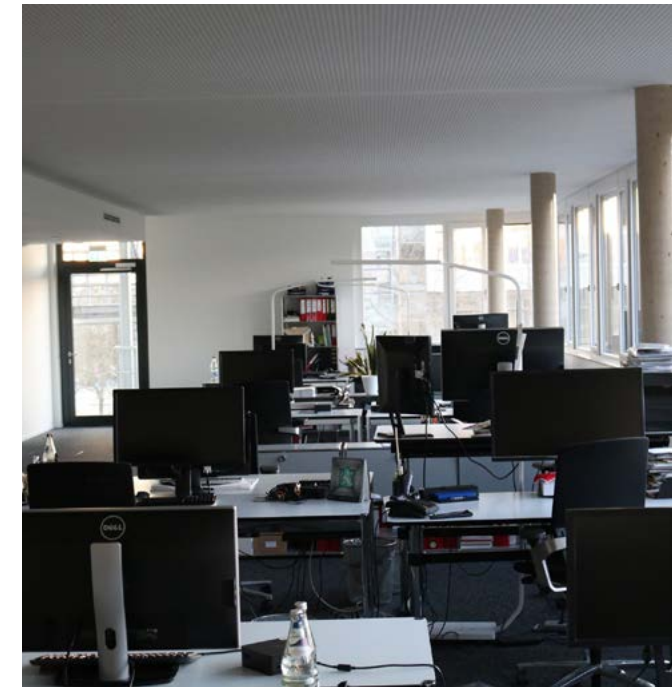
It was particularly important to us to avoid dismissals of apprentices and working students and to exclude them and other low-income earners from our short-term working arrangements.

iPoint made individual arrangements with employees who had to look after their children when daycare centers, kindergartens, and schools were closed.



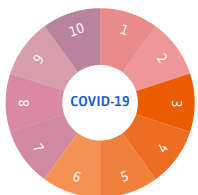
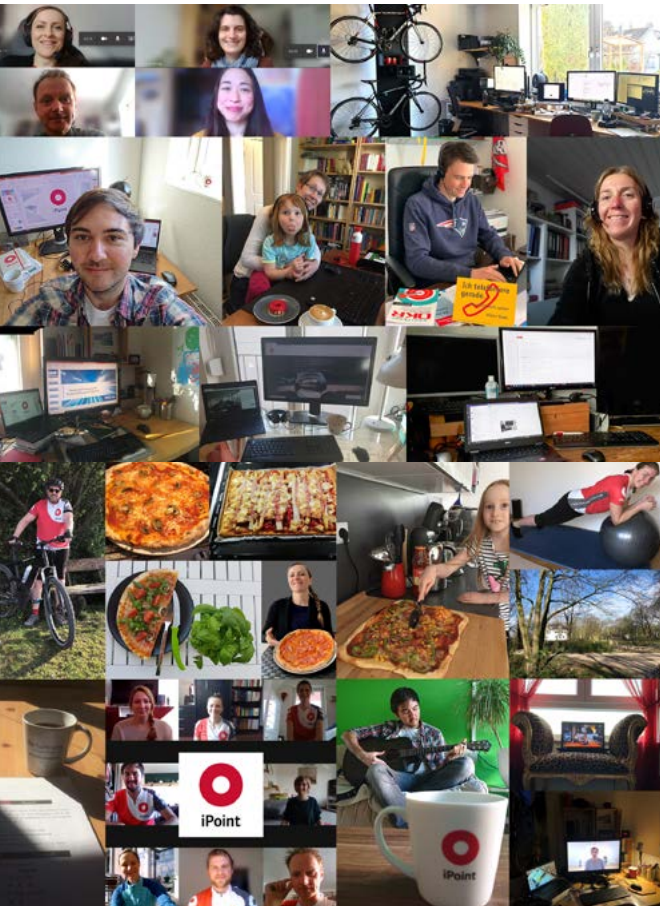
Furthermore, via iPoint's "SARS-CoV-2 Occupational Health and Safety Standards", we could apply the principles of prevention and ensure a safe working environment for staff at the headquarters by limiting their exposure to coronavirus in the workplace via the following measures:

- The safety distance of at least 1.5 meters to other persons working at the iPoint headquarters is achieved by limiting the number of people in the work areas (open-plan offices, separate smaller office rooms, meeting rooms) and the other areas (canteen, kitchen, terrace) as well as by rules of conduct concerning main "thoroughfares" and standing areas (e.g., check-in terminals, stairs, doors, elevator)
- Personal protective measures are supported by providing reusable face masks as well as disinfectant throughout the building (entrance area, kitchen, restrooms). Furthermore, we have shortened the cleaning intervals for sanitary facilities and common rooms (canteen, coffee kitchens) as well as door handles and handrails accordingly.
- Moreover, iPoint applied the principles of prevention by limiting employee exposure to coronavirus in the workplace by putting in place work from home arrangements, following a multi-stage approach:
  - Phase 1: From March 16 to April 27, 2020, all iPoint employees around the globe whose role allowed them to work





## V. Living Up To UNGC's 10 Principles



from home<sup>70</sup> were strongly encouraged to do so. Accompanying measures included:

- The internal IT team ensured that everyone had the necessary technical equipment and infrastructure to work from home.
- Many department heads organized additional daily check-in calls with their team via web conference to talk about work-related and other topics in order to keep in touch and prevent loneliness and isolation.
- To express our corporate commitment to this important measure, iPoint participated in the global social media campaign #stayhome. For this purpose, we started a photo campaign on iPoint's social media channels and asked our employees to share photos from their home office, while exercising at home, or from how they spend their further leisure time at home.
- Since the corporate sports group had to take a break and the fitness studios were closed (in Germany until June 2, 2020), we promoted alternative sports activities via iPoint's intranet, such as free online workout courses or virtual yoga classes with colleagues.
- Phase 2: From April 28 to May 31, 2020, working at the company headquarters in Reutlingen was possible on a volun-

tary basis in compliance with "iPoint's SARS-CoV-2 Occupational Health and Safety Standards".

- In late April and May, we conducted a survey to find out how our employees were coping with working from home. All in all, the employees gave positive feedback on their home office experience:
  - » 97% indicated that they cope well or very well with working in home office.
  - » 97% indicated that remote coordination with their colleagues works well or very well.
  - » 90% indicated that working from home has a positive effect or no effect on their productivity (compared to working on site). Those who indicated that working from home has a negative effect on their productivity stated spatial issues (e.g., no separate office room, no desk, no chair, flat is too small) and coordination / (self-)organizational issues (e.g., coordination more difficult; direct exchange with colleagues is more difficult, which results in longer search actions) as the main reasons.
  - » 90% rated their workplace conditions / their focus in the home office with regards to quietness, technology, etc. as improved or exactly the same.

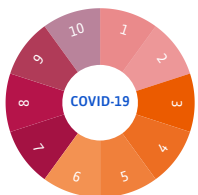


## V. Living Up To UNGC's 10 Principles

- » The employees made several comments on the positive effects of remote work from home, including:

*“There are fewer distractions and interruptions, you will only be contacted if there are concrete questions/problems. This allows you to work longer and more concentrated. Through our communication and collaboration, which, for example, allow screen sharing, you can still work together with several people on a problem, maybe even better than if you sit together at one computer. You can sleep longer without having to go to work and you can finish work earlier :) -> More time for the family.”*

*“Although I was already an 'experienced' telecommuter before Corona (2 days/week), the permanent company-wide home office has other positive influences besides the peace and quiet: Since everyone works like this, coordination goes much better, everyone uses the same channels/gets used to this way of communicating. In addition, I have a great personal gain in time due to the lack of commuting, which has an extremely positive effect on my health (time for exercise etc.) and thus also on my performance (I never expected to see such an extent). I am also pleased about the amount of CO<sub>2</sub> we can save :)”*



- Phase 3: From June 1, 2020, onward, in a quest to go back to the “new normal”, iPoint’s employees returned to the company headquarters with 50% attendance (2,5 days/week for full-time employees) in compliance with “iPoint’s SARS-CoV-2 Occupational Health and Safety Standards” and the distance and hygiene rules prescribed therein.
  - As part of this return to the “new normal”, we expanded our employee information sessions focused entirely on COVID-19 measures thematically to include, for example, updates on projects and departmental goals and KPIs.
  - Moreover, we resumed our weekly corporate sports course on June 23 – entirely online via a videoconference tool.

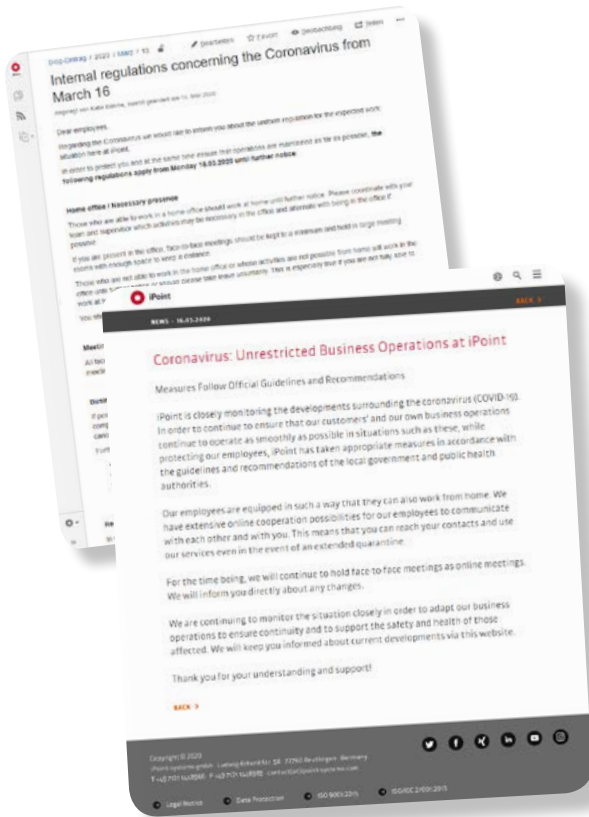
### Environment

As a preventive measure to protect employees and external visitors, iPoint introduced company-wide telecommuting and switched entirely to virtual meetings on March 16, 2020. From April 28 to May 31, 2020, work at the company headquarters in Reutlingen, Germany, was possible on a voluntary basis, whereby only a very small percentage of the Reutlingen-based employees made use of this option.





## V. Living Up To UNGC's 10 Principles



Switching to remote work from home and encouraging virtual meetings supported us in reducing our environmental footprint. For example, between March 16 and June 30, we were able to reduce the number of business trips with public transportation by 73%, whereby all of these business trips took place via train. Thus, we could not only reduce our public transportation-related carbon footprint to zero,<sup>71</sup> but were able to save 58,6 tons of CO<sub>2</sub> produced by air travel (as compared to the same period in 2019).

Due to our positive experiences with telecommuting and online meetings, we continue to encourage our staff to make fewer business trips in general (using online meetings instead) and more business trips via train.

Our COVID-19-related switch to telecommuting also impacted other areas. For example, between March 16 and July 1, 2020, we were able to reduce our paper consumption by 99%.

In April 2020, we signed a call from the German movement “Companies together for sustainability – we’re staying on task”,<sup>72</sup> an initiative dedicated to climate protection, biodiversity, circular economy, a socially just economy, demanding that these and other sustainability issues continue to have top priority in the

political agendas – despite the coronavirus pandemic, during which environmental and climate protection measures or social aspects in supply chains often take a back seat.

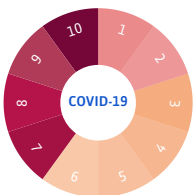
### Anti-Corruption

We built trust by communicating the COVID-19-related measures to our customers and our staff on a regular basis via email, internet, intranet, and staff info sessions. A staff survey conducted at the end of April 2020 revealed that 100% of our employees rate the information policy at iPoint regarding the Coronavirus measures as very good, ok, or sufficient, while nobody rated it as insufficient. Comments included:

- ➔ *“Thank you very much for the regular and transparent meetings!”*
- ➔ *“Many thanks to the Communications Team for the constant flow of information! Top crisis communication, thank you!”*

In a different survey on iPoint’s internal information services which was completed in July 2020, one employee remarked:

- ➔ *„Many thanks to everyone involved for the open and constant communication during the crisis! This is not a matter of course!“*





### Human Rights

**Principle 1:** Businesses should support and respect the protection of internationally proclaimed human rights.

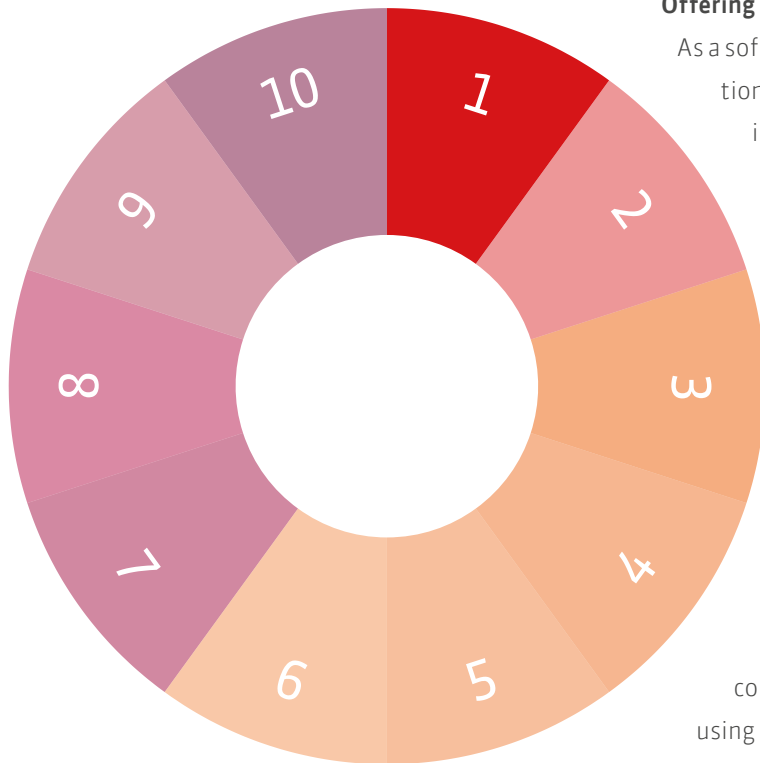
#### External focus

#### Offering our solutions

As a software and services provider specialized in digital solutions for companies and their supply chain, we allow vital information to flow through entire value chains in an automated and controlled fashion. In many cases, the very information accompanying the transformation from materials to products concerns the subject of human rights. For instance, iPoint's Conflict Minerals solution (for tin, tungsten, tantalum, gold, and cobalt), which is based on the Responsible Minerals Initiative (RMI)'s Conflict Minerals Reporting Template (CMRT)<sup>73</sup> and Cobalt Reporting Template (CRT)<sup>74</sup>, facilitates the flow of information concerning mineral provenance, mode of production, supplier chain of custody, due diligence, corrective action, assurance, and company policies. 56,000 companies worldwide are using our solution.<sup>75</sup>

A related solution illustrates the overlap between our comparative advantage and UNGC's Principle 1. As a secure and distributed digital ledger, Blockchain technology<sup>76</sup> has garnered much attention also in the context of responsible sourcing and Conflict Minerals traceability. In 2018, as an early mover, iPoint started the recently concluded, EPRM<sup>77</sup>-funded project SustainBlock.<sup>78</sup> The goal of the project, which was featured in Dutch multinational conglomerate corporation Philips' 2019 Sustainability Report<sup>79</sup> and in an OECD-moderated webinar in April 2020,<sup>80</sup> was threefold:

1. to create a system for end-to-end chain of custody tracking of responsible minerals originating from conflict-affected and high-risk areas, and
2. to support end-user involvement in upstream due diligence, and
3. to encourage in-region procurement (over disengagement) through better distribution of the accountability



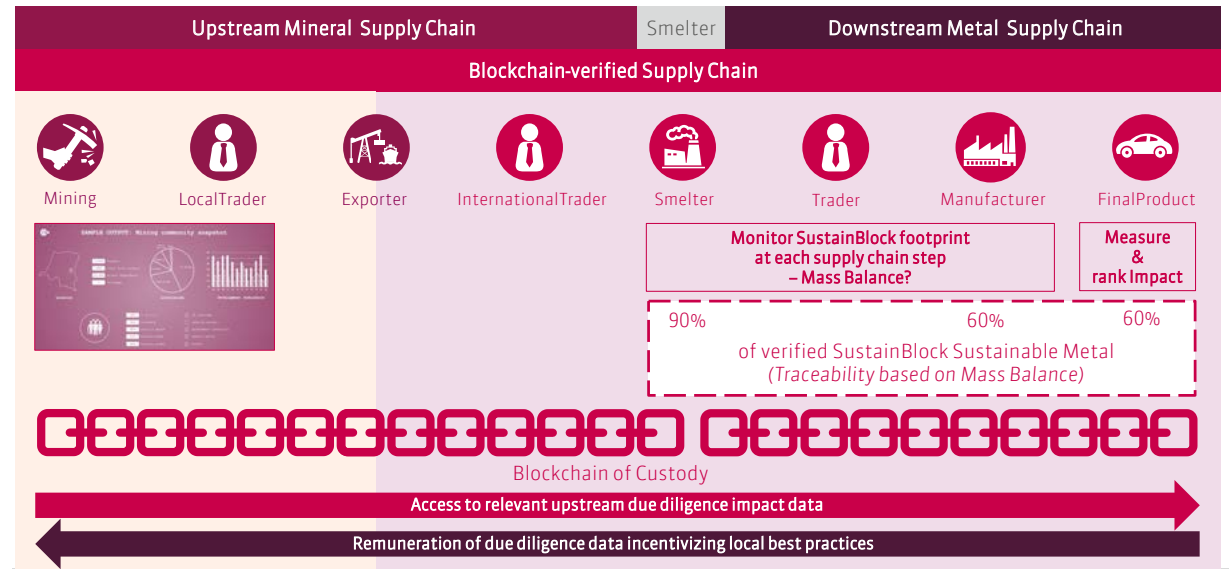
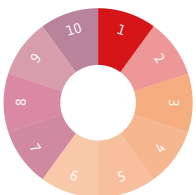


## V. Living Up To UNGC's 10 Principles

for traceability from artisanal and small-scale mining (ASM) operations to smelters or refiners (SoRs).

With the help of the SustainBlock system, the wealth of available information on specific mining communities can be accessed by consumer-facing brands. Today, often only “classical” due diligence data about conflict-free supply chain are communicated. Important aspects such as child labor, impact of ASM on vulnerable groups including women and children, other forms of human rights abuse, or environmental destruction are effectively not monitored by international stakeholders. The SustainBlock system allows to communicate this information effectively within the supply chain for companies it is directly relevant to, thus contributing to the support and protection of human rights, also via the disclosure of human rights abuses.

During the current reporting period, the SustainBlock system was piloted in the African Great Lakes Region with a downstream actor (an automotive manufacturer of premium vehicles), and was developed to production maturity. The result is a production-ready supply chain tracing system that encourages actors in the supply chain to source minerals in a transparent and responsible manner.





## V. Living Up To UNGC's 10 Principles

### Human Rights



#### Sharing our expertise

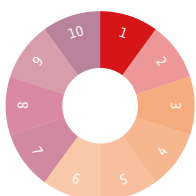
Along these lines, over the reporting period iPoint also contributed to conferences and fora, and hosted or organized events on

topics	presentation / discussion title	more information
Conflict Minerals, Responsible Sourcing	• iPoint Conflict Minerals – Source responsibly	➔ <a href="#">link</a>
Blockchain / material traceability / supply chain transparency	• Using Emerging Technologies to Digitalise Due Diligence Solutions for Responsible Mineral Supply Chains	➔ <a href="#">link</a>
	• Roundtable “Aligning SDGs + Social Impact goals with blockchain technology”	➔ <a href="#">link</a>
	+ Panel “Leave no one behind: How can Blockchain increase positive social and environmental impact?”	

#### Supporting human rights-premised fora

We also financially contributed to the following events where human rights were front and center of the agenda:

event	location	more information
• Responsible Minerals Initiative (RMI) Annual Conference 2019	Santa Clara, CA	➔ <a href="#">link</a>
• AIAG 2020 Corporate Responsibility Summit	Virtual event	➔ <a href="#">link</a>





## V. Living Up To UNGC's 10 Principles

### Human Rights



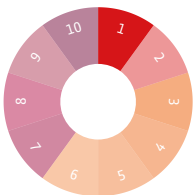
#### Supporting human rights-based research

iPoint's specific initiatives to support internationally proclaimed human rights notably include commissioning and sponsoring independent studies on the very subject. For example, in June 2020, we sponsored an independent study conducted by the NGO Development International e.V. which focused on the French Devoir De Vigilance law.<sup>81</sup>

#### Releasing human rights-related publications

In the reporting period, we also published or were featured in articles on human rights-related topics, including:

title	publication channel	more information
• How blockchain helps stop the flow of conflict minerals	IBM.com	→ <a href="#">link</a>
• CSR reporting in Austria least transparent on human rights issues, new study reveals („CSR-Berichterstattung in Österreich am wenigsten transparent bei Menschenrechtsfragen, enthüllt neue Studie“)	OTS Austria	→ <a href="#">link</a>
• How is the CSR Reporting Obligation Having an Effect?	Global Goals Yearbook 2019 (p. 100-101)	→ <a href="#">link</a>





## V. Living Up To UNGC's 10 Principles

### Human Rights



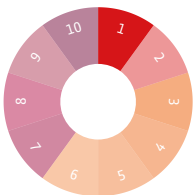
#### Engaging in collective action on social responsibility

We work hand in hand with industry associations and collective action groups that were explicitly established to tackle complex human rights issues. For example, iPoint is a member of the Responsible Minerals Initiative (RMI),<sup>82</sup> of the Automotive Industry Action Group (AIAG),<sup>83</sup> and of IPC,<sup>84</sup> to develop the systems, processes, and procedures needed to comply with U.S. Conflict Minerals legislation (Dodd-Frank Section 1502) and the upcoming EU Conflict Minerals regulation (Regulation (EU) 2017/821 of the European Parliament and of the Council of 17 May 2017). In 2012, iPoint partnered with AIAG to develop the iPoint Conflict Minerals Platform (iPCMP),<sup>85</sup> a solution now used by 56,000 companies around the globe via the iPoint SustainHub platform. Furthermore, iPoint is a founding member of the International Association of Trusted Blockchain Applications (INATBA),<sup>86</sup> and CEO Joerg Walden is currently co-chair of the INATBA working group "Social Impact". Based on the assumption that Blockchain and Distributed Ledger Technologies (DLTs) offer a unique set of tools to tackle some of the most pressing issues humanity is facing today – including climate change, modern slavery, poverty, inequality, food waste, fraud, and corruption –, the working group aims to leverage Blockchain and DLT to achieve positive socio-economic impact and advance societal goals such as the SDGs.

#### Supporting human rights via charitable causes and organizations

Spread out over reporting year 2019/20, we financially supported the following NGOs and charitable organizations that work to support and respect the protection of internationally proclaimed human rights:<sup>87</sup>

- ➔ The "Förderverein für krebserkrankte Kinder Tübingen e. V." (Sponsoring association supporting cancer-stricken children Tuebingen)<sup>88</sup>
- ➔ JAM Deutschland e.V.<sup>89</sup>
- ➔ PALUNA – Specialized Outpatient Palliative Care for Children and Adolescents.<sup>90</sup>





## V. Living Up To UNGC's 10 Principles

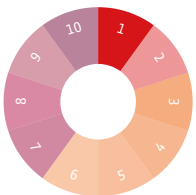
### Human Rights

#### Internal focus

##### Upholding employee rights

Satisfied, healthy, informed, skilled, motivated, and committed employees are a basic condition for a sustainable company development. The employment contracts with each of our 95 iPoint-systems gmbh employees based in Reutlingen and Munich are premised on German national law, and either uphold or surpass requirements in areas such as minimum wage, job security, and paid vacation day standards. For example, all our staff has permanent employment contracts, and we offer an attractive pension plan. In Germany, where most of our employees are based, our contracts reflect the constitution of Germany (Grundgesetz), which guarantees the rights as outlined in the Universal Declaration of Human Rights.<sup>91</sup>

We pay attention to healthy nutrition as well as employee fitness and health. Workstations are ergonomic, and height-adjustable standing desks are available to everyone on request. The company provides – free of charge – fresh fruit, mineral water in glass bottles (not plastic bottles), coffee, and tea to every employee every day on the headquarters office premises.



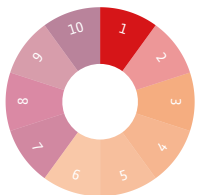


## V. Living Up To UNGC's 10 Principles

### Human Rights

We see the health and fitness of iPoint's employees as both the basic prerequisite for and an indicator of the performance, competitiveness, and long-term success of our company. This is why sports are explicitly promoted at iPoint: Since 2014, iPoint has been rewarding and encouraging participation in public sports competitions and events through its iAmFit campaign.

These include, for example, running competitions, long-distance cycling, and fitness tests to obtain the German Sports Badge (Deutsches Sportabzeichen). To equip its athletic employees, the company worked with sport outfitter Trigema to fashion Germany-made, sustainably-produced running and cycling jerseys.<sup>92</sup>





## V. Living Up To UNGC's 10 Principles

### Human Rights

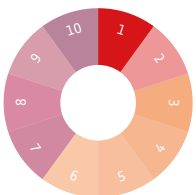


#### Ensuring occupational health and safety

With respect to occupational health and safety, we currently have four specifically trained first responders (exceeding the legal minimum) and three specifically trained fire protection assistants at our headquarters. Each year the company holds mandatory occupational safety events at the headquarters. The regular inspection of our office premises and the work equipment used, as well as regular consultations, guarantee our employees' safety and risk protection in the workplace.

#### Ensuring privacy and protection of data

The protection and security of customer- and business-related data have always played an important role at iPoint – not only since the implementation of the EU's General Data Protection Regulation (GDPR). For example, in the case of smelting operators, confidentiality regarding supply chains is a central competitive criterion and unique selling point of this type of company. This was taken into account when creating our EPRM-funded SustainBlock<sup>93</sup> system, which ensures complete security of supply relationships based on cryptographic calculations. And while it supports the discovery of mine sites of origin, SustainBlock does not make all connectors visible throughout the entire supply chain.



In May and July 2020, a three-day surveillance audit of our information security management system in accordance with ISO/IEC 27001<sup>94</sup> and of iPoint's compliance with the most common data protection laws, guidelines, and specifications such as the GDPR was carried out remotely and on site at our headquarters. ISO/IEC 27001 helps organizations keep information secure (e.g. concerning financial information, intellectual property, employee details, or third-party information). The audit certified that all of our processes are systematically implemented and monitored in line with globally accepted standards.

In order to create employee awareness of the requirements of data protection, we post regular updates and news on data protection issues on our Intranet. In addition, every employee is required to complete a GDPR training once a year.





### Human Rights

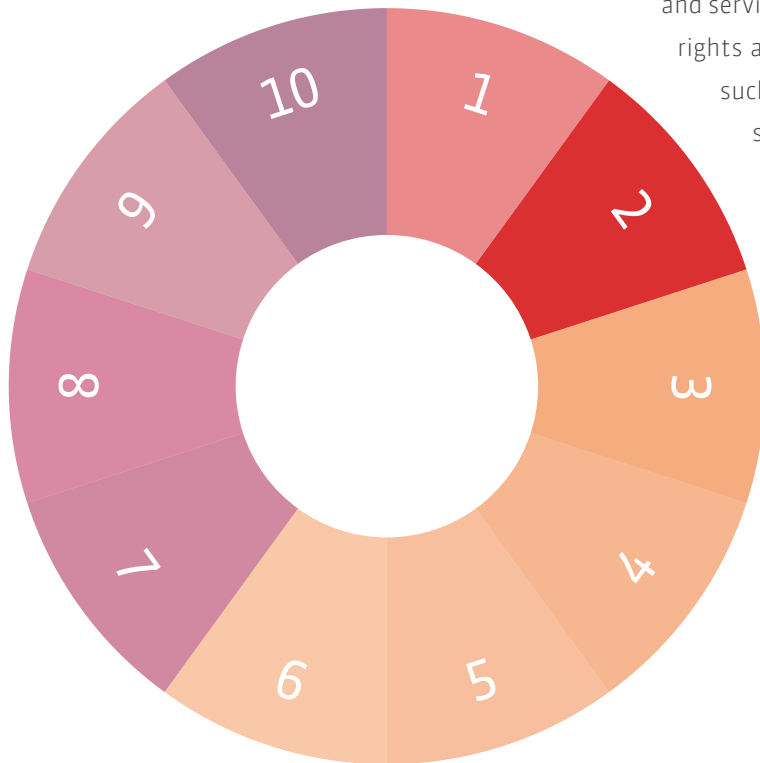
**Principle 2:** Businesses should make sure that they are not complicit in human rights abuses.

#### Selecting local service providers

In our assessment, the risk of our Germany-based, software- and service-oriented company itself being complicit in human rights abuses is close to zero. Immediate service providers, such as catering services, are carefully vetted to make sure that their business practices are legal. However, we are aware that the risk of complicity exists in every sector and every country. That said, we employ continued vigilance and regular communication to ensure that this risk remains close to zero, and the actual incidence rate lies at exactly 0%.

#### Human Rights: Measurement of Outcomes

- ➔ iPoint has received zero (0) claims of human rights abuses related to our business or operations.





## V. Living Up To UNGC's 10 Principles

### Labor

**Principle 3:** Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining.

German law fully protects the right of employees to freely associate, join a labor union, and engage in collective bargaining, and iPoint fully respects and upholds these rights and freedoms. Our Social Charter, which was rolled out during the current reporting period, contains a chapter on “Freedom of Association and the Right to Collective Bargaining”, which underlines our commitment to this principle.

**Principle 4:** Businesses should uphold the elimination of all forms of forced and compulsory labor.

#### Advancing human rights-oriented reporting tools and research

Given the risk to corporations, in particular within certain sectors, of forced labor in their supply chains, and the genuine concern many private sector actors have about such realities in their supply chains, we commissioned an independent consultant to develop the electronic Labor Rights Template (eLRT), a free, open-access Excel-based data exchange standard designed to support companies in their compliance with global human trafficking and modern-day slavery legislation.<sup>95</sup> Underpinning this tool, we commissioned two accompanying white papers, one exploring the emerging transnational legal framework creating disclosure and/or due diligence requirements for subject companies,<sup>96</sup> and the other a supporting guide to the tool.<sup>97</sup> In August 2019, we released a streamlined version of eLRT – eLRT lite – containing only the instrument’s core set of indicators,<sup>98</sup> which we updated in July 2020.

iPoint’s electronic Labor Rights Template is listed in a toolkit to advance reporting on modern slavery which the Global Re-





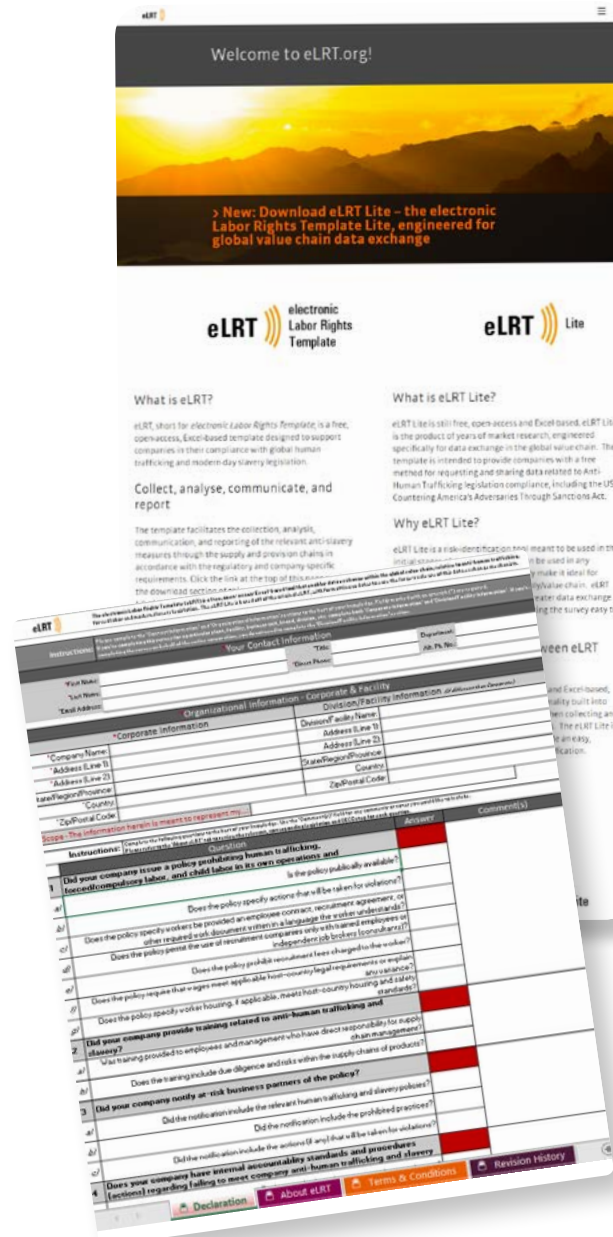
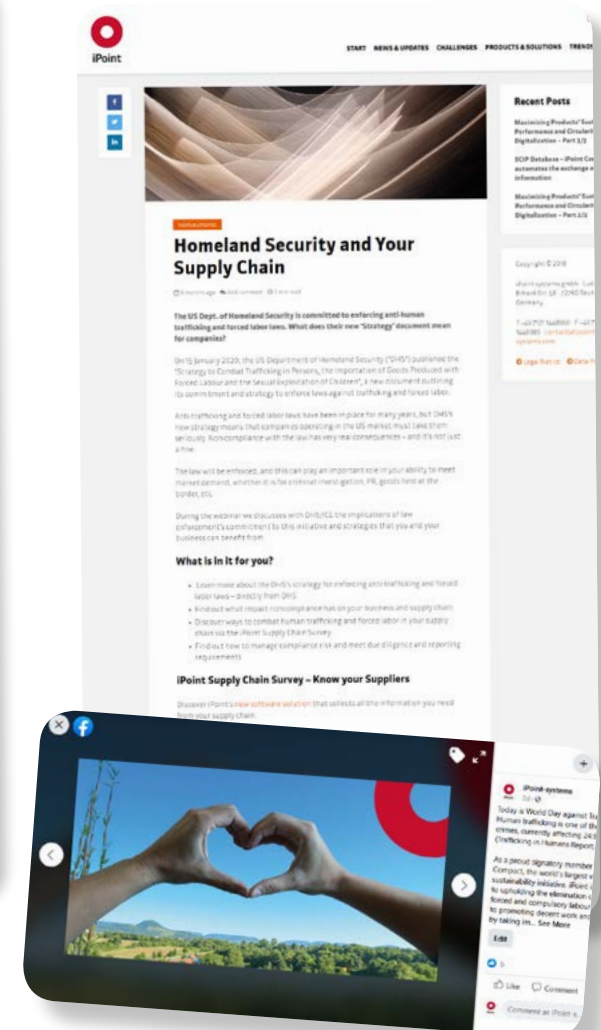
## V. Living Up To UNGC's 10 Principles Labor

porting Initiative (GRI) and the Responsible Labor Initiative (RLI) launched in December 2019. eLRT is recommended as a tool which “can provide valuable input and guidance for

- reporting on due diligence and policies, [...]
- reporting on progress of implementing due diligence mechanisms, [...] and
- reporting on effectiveness of actions”.<sup>99</sup>

### Raising awareness

To raise awareness about the practice of forced and compulsory labor as well as human trafficking, we regularly mobilize our social media platforms and other corporate media. Typical occasions include, for example, planned or new regulations,<sup>100</sup> the support or publication of new studies, and national or international awareness days.<sup>101</sup> In March 2020, we also hosted a webinar with the US Department of Homeland Security (DHS) which focused on their “Strategy to Combat Trafficking in Persons, the Importation of Goods Produced with Forced Labour and the Sexual Exploitation of Children” which had been released in January 2020.<sup>102</sup>



## V. Living Up To UNGC's 10 Principles

### Labor

**Principle 5: Businesses should uphold the effective abolition of child labor.**

#### Adhering to laws and regulations

iPoint adheres to minimum age provisions of German labor laws and regulations. We also take account of and refer to international standards like ILO Convention No. 138 and 182, e.g. in the chapter on “Prohibition of Child Labor and Forced Labor” of our Social Charter, which we rolled out during the current reporting period.<sup>103</sup>

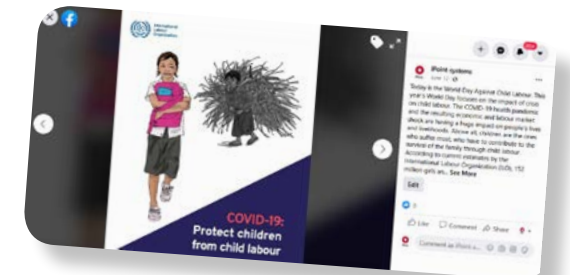
#### Procuring responsibly

As a software and services company, we do not have traditional supply chains. However, we are conscious of the fact that even our consumables such as office materials, computers, food, etc. have a history and origin. And we work with suppliers to make sure that the history of our consumables is a happy one. For example, at our iPoint's headquarters in Reutlingen we have chosen the Germany-based vendors memo<sup>104</sup> and Green Promotion<sup>105</sup> as providers of our office supplies and giveaways. These vendors place great value on certifications, la-

bels, and standards like FAIRTRADE,<sup>106</sup> the Global Organic Textile Standard (GOTS),<sup>107</sup> or Social Accountability International's (SAI) SA8000,<sup>108</sup> which are based on internationally recognized standards of decent work and attest that companies treat workers fair, source and sell ethically and responsibly, and comply with social (and environmental) criteria. Over 1,800 products in the memo range are fair trade products.<sup>109</sup>

#### Raising awareness

With 1 in 4 children engaged in child labor in the world's poorest countries, and roughly half of them engaged in hazardous labor, as things stand, there cannot be too much awareness-raising on the subject.<sup>110</sup> To this end, we also leverage our social media platforms and other corporate media to raise awareness.<sup>111</sup>





### Labor

**Principle 6: Businesses should uphold the elimination of discrimination in respect of employment and occupation.**

At iPoint, men and women from various nations and age groups, with different cultural, religious, ethnic and social backgrounds, and sexual orientation work side-by-side. Our workforce diversity shapes our corporate culture and has a positive impact on creativity, innovation, and performance, as well as employee motivation. With their unique individual skills, experience, and viewpoints, and often working in heterogeneous teams, our employees not only achieve better results, but also expand the potential for new ideas and innovation within the company. Twenty-six percent (26%) of our employees had a citizenship other than German over the reporting period – an increase of 5% compared to the previous period –, whereby the non-German employees belonged to 13 different nationalities.

We treat each other with respect, appreciation, and mutual acceptance, are committed to the Universal Declaration of Human Rights, and act in accordance with Ger-

many's Anti-Discrimination Act (Antidiskriminierungsgesetz). In general, we at iPoint nurture an inclusive culture, starting with the first day on the job. Each new employee is presented with our Code of Conduct (Verhaltenskodex) – defining and condemning all forms of discrimination and sexual harassment – which must be signed.

iPoint's employee composition reflects our commitment to inclusion, gender equality, and sexual orientation non-discrimination. As of July 31, 2020, iPoint-systems gmbh (Reutlingen and Munich locations) had 95 employees, a number which includes trainees and part-time student employees (9 trainees, 5 working students). Our male-to-female ratio was 64%, whereby we hired more female than male employees in the current reporting year, the ratio being 58% – a first in iPoint's 19-year company history. Three out of nine (33%) of our upper-level managers<sup>112</sup> were female. 20% of our employees were over the age of 50 years. We also had 3% employees with disabilities over the reporting period. Equal opportunity also specifically means that our personnel and salaries are selected on the basis of the applicant's qualifications and motivation, not on the basis of ethnic origin, race, gender, or religion.






## V. Living Up To UNGC's 10 Principles

### Labor




64%  Company male-to-female ratio

20%  Employees over 50 years

3%  Employees with disabilities

33%  Female upper-level managers

13%  Part-time employees

26%  Non-German citizenship

Another specific action we take to address discrimination and eliminate it within the workplace is keeping up-to-date records on recruitment, training and promotion that provide a transparent view of opportunities for employees and their progression within the organization.

Working part-time is a distinct option for our staff, and 13% of our employees did so over the reporting period. iPoint also actively supports employee reintegration into the workplace (for those who e.g. took parental leave or were ill) with individualized plans.

### Labor: Measurement of Outcomes

- ➔ In the reporting period under consideration, iPoint has received zero (0) discrimination or labor-related claims.





### Environment

**Principle 7:** Businesses should support a precautionary approach to environmental challenges.

#### Monitoring climate change and risks

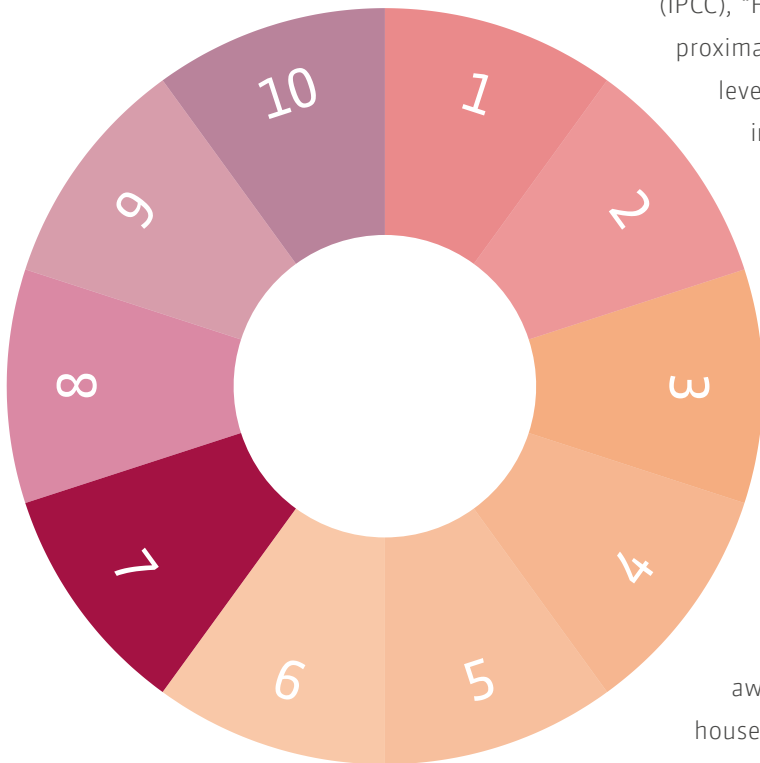
According to the Intergovernmental Panel on Climate Change (IPCC), “Human activities are estimated to have caused approximately 1.0°C of global warming above pre-industrial levels”.<sup>113</sup> Human-induced climate change and its related impacts are a global challenge, affecting every country on every continent and posing a threat to the way we live and to the future of our planet. Several cities, councils, and jurisdictions worldwide have already declared a climate emergency. The international Fridays for Future movement of school students striking for climate and demanding action to prevent further global warming and climate change also underlines this sense of urgency – as well as the importance of this principle (and SDG 13).

Taking this challenge very seriously, we at iPoint are aware that high and increasing anthropogenic greenhouse gas (GHG) emissions – with energy production,

commercial enterprises, transport, agriculture, and private households as their chief sources – are one of the main drivers of climate change.<sup>114</sup> Alarmed by these risks, iPoint is continuously re-assessing where we as a software and service provider – with no production or handling of physical goods – may improve our own performance to prevent environmental damage. iPoint supports the goal of the United Nations Framework Convention on Climate Change to limit future global warming to below 2° or 1.5° Celsius relative to the pre-industrial level. The company is helping to achieve this goal by pursuing a precautionary approach, which involves taking early action to ensure that environmental damage does not occur. This includes, for example, several measures to record (and improve) our operational environmental performance, increase energy efficiency, and reduce CO<sub>2</sub> emissions.

#### Conducting life cycle assessments

In line with the saying that you can only manage – and improve – what you measure, we have established an environmental management system (EMS) at our Reutlingen headquarters – where 69% of our iPoint Group employees work –, which we use to find ways of optimizing our operational environmental performance. The recording of operational environmental





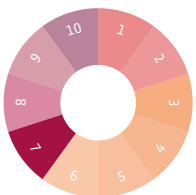
## V. Living Up To UNGC's 10 Principles

### Environment

impacts, such as GHG emissions from business activities, is conducted according to standardized methods and forms the basis of the company's environmentally-conscious design. Continuously improving the quality of our EMS, which is based on the international environmental management standard ISO 14001, we are currently developing an action plan as a basis to conduct an ISO 14001:2015 audit in 2020. Furthermore, we are expanding our EMS to include criteria of the Eco-Management and Audit Scheme (EMAS).<sup>115</sup> We are also examining the expansion of our EMS to our Hamburg site, including the identification of a local environmental management representative and the development of a roll-out strategy.

iPoint also measures its environmental footprint by carrying out life cycle assessments (LCAs) on a regular, currently two-year basis to record and evaluate environmentally relevant procedures. We did so in accordance with ISO 14040ff. requirements, and according to the defined two-year schedule, the LCA for 2019 will be carried out in 2020.

Showing iPoint's commitment, we are continuously improving our efforts on optimizing the quality and scope of the LCA. For example, we have improved the LCA's level of detail level considerably. We now calculate the consumption of each significant consumer, e.g.



all illuminants. Furthermore, we have started our journey to include scope 3 emissions among scope 1 and 2. This is the first step to not only capture and manage iPoint's own GHG emissions, but also those of our suppliers.

We also intend to carry out LCAs for subsequent reporting periods, which will enable iPoint to evaluate measures through an ongoing controlling process. Weak points are revealed and appropriate corrective measures can be taken where necessary. Our regular life cycle assessments ensure that trends are captured and degrees of target achievement measured.

#### Ongoing Measures to Improve our Environmental Performance

- ➔ Sustainable energy supply: At our Reutlingen headquarters, iPoint only consumes electricity from renewable sources (so-called "Ökostrom"), at a significantly higher cost to the company than regular electricity. We gladly absorb that cost impact, as it is one concrete step we can take.
- ➔ Corporate car policy: To conduct official business or due to their leadership position, certain Reutlingen-based employees currently receive a company car. Our corporate car policy however places restrictions on the type of vehicle and the permissible emissions in the three predetermined classes, the maximum CO<sub>2</sub>-emissions being 140 g/km, 125 g/km, and 100 g/km, respectively. This policy has in fact resulted





## V. Living Up To UNGC's 10 Principles

### Environment



in employees downsizing their vehicles. Furthermore, 20% of our fleet are currently alternatively powered company cars (electric and hybrid) – a 7% increase compared to the previous reporting year –, and iPoint's Reutlingen site features two electric vehicle charging stations.

- Less international business travel: Part of the reason we opt to set up country offices is to offset carbon emissions through international travel. The specific locations of our country offices are chosen in such a manner that they have ready access to public transport infrastructure.
- Encouragement of carpooling, use of public transport and cycling: We encourage carpooling and the use of public transport in order to reduce emissions and to relieve road traffic. The flexible working hours enable the use of carpooling opportunities. On request, iPoint takes over the costs of local public transport for trainees. And to support our employees who use public transportation and bicycles to commute to our headquarters, iPoint has leased "bike boxes" at the Reutlingen Central Station from the city. These small, individually lockable bike garages allow employees to park their two-wheeled steeds in a dry, theft- and vandal-proof place to continue their trip to work or way home. And iPoint attaches importance to supporting its employees in their daily commute to work by bicycle. From June 27 to July 17, 2020, for example, iPoint motivated employees at

the Reutlingen headquarters to participate in the Germany-wide campaign "STADTRADELN",<sup>116</sup> which aims at making a contribution to climate protection and setting an example for increased bicycle promotion in communities. In total, 11 cyclists from iPoint contributed 1.965 kilometers, thus avoiding 268 kg of CO<sub>2</sub> emissions.

- Use of digital communication and collaboration tools: iPoint's sustainability culture maximizes digital communication and collaboration tools such as GoToMeeting, GoToWebinar, Microsoft Teams, SharePoint, and Confluence in order to simplify paperless collaboration as well as reduce our CO<sub>2</sub> footprint and the volume of physical travel for our employees and customers.
- Facilitation of remote work from home: In May 2019, we introduced a home office policy which permits employees to work remotely for up to 20% of their weekly working hours in order to reduce their volume of travel. This percentage was temporarily increased to 50-100% due to the COVID-19 pandemic (see chapter "Using the 10 Principles as guide in responding to the COVID-19 crisis", p. 28-36, for further details).



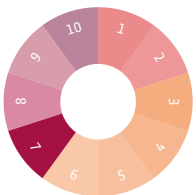
## V. Living Up To UNGC's 10 Principles

### Environment

#### Working in a green headquarters building

The newly built company headquarters in Reutlingen, into which we moved in December 2014, meets the latest environmental standards. It is characterized by high resource efficiency with regard to building materials, energy sources, and water technology. A number of features make it especially eco-friendly:

- large windows allow for much natural light to enter the building, and indoor lighting relies on LED lights which enable a clear reduction in energy consumption;
- the building furthermore regulates its temperature through a geothermal heat pump – a central heating and cooling system that transfers heat or cold air to or from the ground (while substantially more expensive to install than viable alternatives, iPoint does count on the geothermal pump to pay for itself over the coming decades);
- the building's open design reduces the need for ventilation, heating and therefore also reduces electricity consumption;
- hand dryers were installed in the bathroom to render paper towels obsolete;
- with a vegetation layer on its roof, from above the building is literally turning green; it reduces the amount of wastewater, as a large part of the rainwater is absorbed by the plants;
- plants within the building provide fresh oxygen.





## V. Living Up To UNGC's 10 Principles

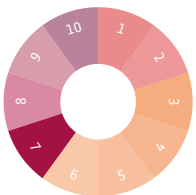
### Environment

#### Improving our waste management

During the current reporting period, in a bid to become even more sustainable, we removed the waste bins at the individual workplaces at the Reutlingen headquarters and replaced them with new central waste bins in the kitchens on every level, which was accompanied by instructions and charts on correct waste separation. This measure not only enabled us to optimize our waste separation and to use less trash bags, but has also led to a reduction of our waste by 13%. This came about mainly through reducing our residual waste by 37% due to separated organic waste.

Another measure we have introduced in this context is related to an offer at our headquarters in Reutlingen. iPoint's staff can make use of a daily lunch offer we provide in cooperation with the catering company Menue-Manufaktur Hofmann at subsidized rates.<sup>117</sup> The variety of ready-portioned menus, which also include vegetarian and vegan meals, are usually served in a single-serving tray consisting of aluminium. In October 2019, we switched to Hofmann's new environmentally-friendly serving trays for 50 percent of the meals.<sup>118</sup> In theory, aluminium has the potential to be more sustainable than other materials if it could be more easily recycled with less energy consumption. As the industry has not yet reached this stage, we appreciate that Menue-Manufaktur

Hofmann has developed an alternative packaging based on cellulose.<sup>119</sup> "Indeed, packaging improvements and innovations offer significant power to contribute to achieving SDG 12 and its specific targets."<sup>120</sup>





### Environment

**Principle 8:** Businesses should undertake initiatives to promote greater environmental responsibility.

#### Selecting business partners with sustainability criteria

Our commitment to sustainability extends to the products and services we procure, and implicates our business partners.

#### Our current technology partners include:

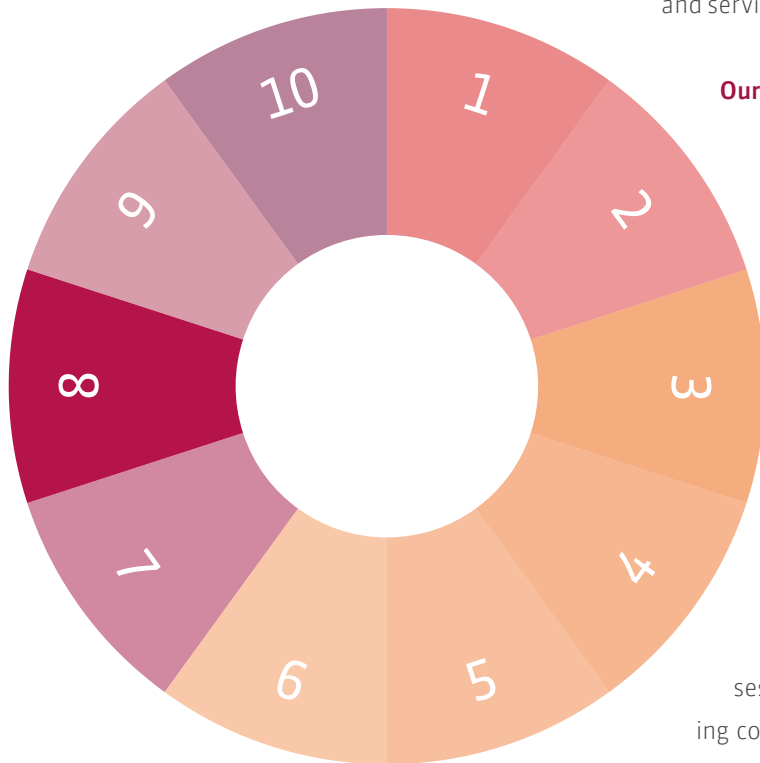
##### 1. Oracle

Oracle has a robust environmental track record and has set specific environmental goals for 2020 and 2025, which they already have partially achieved in August 2020 (in the areas of renewable energy and absolute emissions).<sup>121</sup> The company has notably improved its score year-over-year since 2005, when Oracle first reported its emission data to the Carbon Disclosure Project (CDP).<sup>122</sup> Oracle was recognized on CDP's Climate A List 2018 for the third consecutive year.<sup>123</sup> The company also earned a gold medal in the 2019 EcoVadis CSR Assessment, putting Oracle in the top 5 percent of responding companies for supplier sustainability.<sup>124</sup> In 2019, Oracle

received two Manufacturing Leadership Awards for its sustainability leadership from the National Association of Manufacturers' Manufacturing Leadership Council.<sup>125</sup> Furthermore, Oracle is dedicated to driving sustainability in the Cloud by, for example, using 100% renewable energy in 94 leased datacenters.<sup>126</sup>

##### 2. Microsoft

One of the reasons we are proud to work with Microsoft is that since July 2012, their global operations have been 100% carbon neutral<sup>127</sup> – with President Brad Smith announcing in January 2020 their ambitious plan to be carbon negative by 2030 and “to remove from the environment all the carbon the company has emitted either directly or by electrical consumption since it was founded in 1975”<sup>128</sup> by 2050. In August 2020, Smith announced the company's commitment to achieving zero waste goals by 2030.<sup>129</sup> Furthermore, the company is scaling up its clean energy consumption to power its data centers and operations each year. In 2017, Microsoft pledged to reduce its operational carbon emissions by 75% by 2030, e.g. by increasing their internal carbon fee, and are reportedly on target to achieve this goal.<sup>130</sup> And in 2019, Microsoft received Gold recognition in the EcoVadis Supplier Sustainability Rating, thereby placing the company in the top five percent of performers evaluated by EcoVadis.<sup>131</sup>





## V. Living Up To UNGC's 10 Principles

### Environment

#### 3. CHG-Meridian

To meet our hardware needs, iPoint has chosen CHG-MERIDIAN as a business partner, who follow a circular economy-based, end-to-end lifecycle technology management approach. The IT specialist supports us in the acquisition of new – and the recycling and reuse of our used – office computers in the spirit of an ecologically responsible circular economy. The company then professionally refurbishes and remarkets the IT equipment, and so extends its useful life. CHG-MERIDIAN, in turn, partners with two non-profit organizations recognized as UNGC signatories: Close the Gap, which supplies schools and training establishments in developing countries with pre-owned equipment that is still in good working order, and WorldLoop, which collects defective used equipment in developing countries and has it professionally recycled in order to recover valuable raw materials.<sup>132</sup>

#### Our current office stationery and giveaway suppliers include:

##### 1. Flashbay

Flashbay<sup>133</sup> is specialized in on-demand manufacturing of custom-branded promotional technology products. As a responsible global company, Flashbay aims to help protect the environment by preventing pollution, making continuous improvements to en-

vironmentally-relevant processes while complying with laws and regulations. Among other things, Flashbay shipments are batched and processed in bulk to minimize the number of delivery trips, thus reducing their CO2 footprint, and the company endeavors to use products and packaging made from recycled materials.<sup>134</sup>

##### 2. Green Promotion

Germany-based Green Promotion<sup>135</sup> supplies promotional items. All products in Green Promotion's range must consist of eco-friendly materials, where possible in organic quality, from renewable resources, recycled materials, or natural materials. The company also places value on the ethical-social and economic pillars of sustainable development, e.g. by choosing suppliers who comply with the ILO Core Labour Standards and by striving for long-term supply relationships.<sup>136</sup>

##### 3. memo

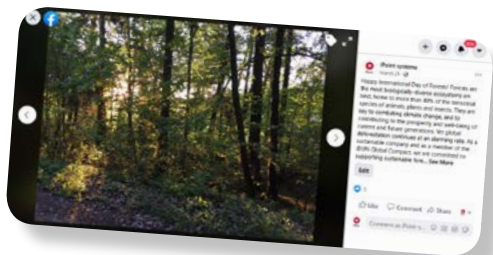
The Germany-based mail order company memo<sup>137</sup> provides more than 20,000 sustainable products for daily use in the office and at home.<sup>138</sup> All products are selected according to ecological, social, economic and qualitative criteria – which is why iPoint has chosen memo as our preferred vendor for office supplies. In product evaluation, memo is guided by the criteria of recognized environmental labels and quality seals.





## V. Living Up To UNGC's 10 Principles

### Environment



In procurement, memo follows the principle of “local sourcing” – wherever possible, suppliers from Germany and Europe are preferred. In addition, memo consistently pursues sustainability criteria in all business areas. The mail order company has already received several awards for their commitment to people, the environment, and the climate.<sup>139</sup> The memo sustainability reports have also received several awards.<sup>140</sup>

#### Engaging in environmental sustainability collective action

Collective action – i.e. actions undertaken by an alliance of individuals and/or groups towards a collective purpose – is indispensable when matters are concerned that involve a multitude of stakeholders and competing interests. To foster the cause of the global commons, we engage in a number of joint initiatives and trade associations, such as the Expert Forum Global Environmental Compliance,<sup>141</sup> the IHK Netzwerk Nachhaltigkeit,<sup>142</sup> and the VNU Verband für Nachhaltigkeits- und Umweltmanagement e.V.<sup>143</sup> Furthermore, we are an organizational member of the Forum for Sustainability through Life Cycle Innovation (FSLCI).<sup>144</sup>

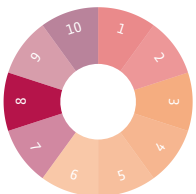
Furthermore, as an environmentally-conscious company, iPoint supports the call for #ClimateStrike and wants to show that climate protection is necessary and possible in the economy. We are committed to protecting the climate and have

actively encouraged our employees around the globe to participate in the global climate strikes on September 20, 2019,<sup>145</sup> and on November 29, 2019.<sup>146</sup> Due to the COVID-19 crisis and related restrictions, the global climate strike went digital on April 24, 2020, and iPoint’s employees participated in the #DigitalStrike via Social Media, including LinkedIn<sup>147</sup> and Twitter.<sup>148</sup>

#### Raising awareness

We regularly mobilize our staff and utilize our social media platforms and other corporate media to raise awareness about environmental issues and promote greater environmental responsibility. Typical occasions include, for example, national or international awareness days.<sup>149</sup> Under the motto #FightEveryCrisis, iPoint remains committed to protecting the climate and creating awareness for the climate crisis, even in these challenging times.

On March 9, 2020, we launched a 10-week environmental campaign at iPoint’s headquarters in Reutlingen to proactively communicate to our staff a precautionary approach to environmental challenges. The environmental campaign was aimed to advance the SDGs as well as the Good Life Goals,<sup>150</sup> which we actively promoted inside and outside of our company from February to June 2019.<sup>151</sup> However, due to the lockdown in Germany imposed by the coronavirus pandemic and the on-

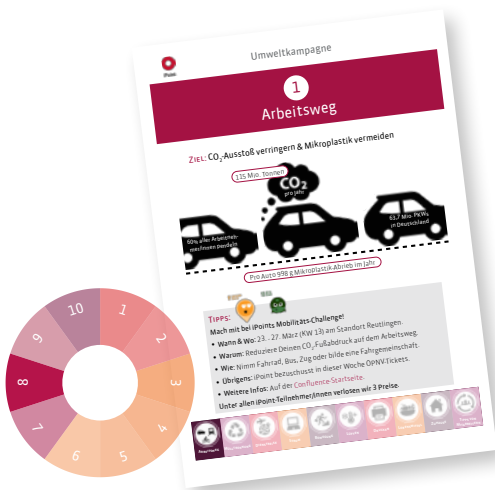




## V. Living Up To UNGC's 10 Principles Environment

going company-wide working from home policy, we decided to put the environmental campaign on hold on March 16, 2020.

Since COVID-19 continues to determine our everyday and professional life, but the environmental challenges should not be forgotten, we are currently planning to restart the environmental campaign in September 2020, adapted to the current circumstances. We will expand the environmental tips from the office to the workplace at home and will offer the information online, i.e. it will not only be available locally and physically at the Reutlingen site, but for the entire iPoint Group staff in German and English. To involve employees from all locations, we will launch a survey in advance to ask their for their personal tips on how to live in a sustainable manner during the current pandemic.



### Promoting the (Digital) Circular Economy

Take – make – use – dispose. This is the still prevailing linear economy system. Products which are thrown away, buried in landfills, or burnt at the end of their primary use phase can not only contain valuable materials consisting of finite natural resources, but also hazardous materials harmful to humans or the environment. We at iPoint strongly believe that the solution to many of these problems lies in the combination of the Circular Economy, which allows companies and society to manufacture, use, and re-use truly sustainable products, with digital data – an approach we at iPoint have come to call the “Digital Circular Economy”.

To promote a (Digital) Circular Economy and show how we as a software company can support manufacturers and suppliers in creating more circular products and setting up circular processes, we have created a range of material on the topic of Digital Circular Economy, including a series of video clips, which we have accumulated on a webpage we are constantly expanding.

➔ <https://www.ipoint-systems.com/digital-circular-economy/>



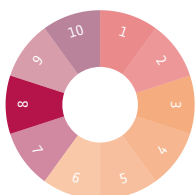


## V. Living Up To UNGC's 10 Principles

### Environment

In the reporting period, we also published or were featured in several media pieces concerning the (Digital) Circular Economy, including:

<i>title</i>	<i>publication channel / medium</i>	<i>more information</i>
Software supports move towards a circular economy business model	Chemicals Management Software Guide. A Guide to Chemicals Management and Regulatory Compliance Software Solutions. Third Edition, p. 22-24.	→ <a href="#">link</a>
Blockchain technology for industrial production and the digital circular economy ("Blockchain Technologie für die industrielle Produktion und digitale Kreislaufwirtschaft")	Book (with several articles by iPoint authors); German	→ <a href="#">link</a>
Circular Economy Thought Leadership – Interview with Joerg Walden	Podcast	→ <a href="#">link</a>
Digitalization – A major driver towards the Circular Economy and the SDGs	LinkedIn	→ <a href="#">link</a>
From ownership to usership – new business models accelerating the transition to the Circular Economy	LinkedIn	→ <a href="#">link</a>





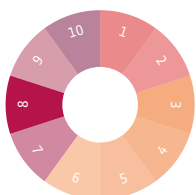
## V. Living Up To UNGC's 10 Principles

### Environment

#### Informing and educating

iPoint often hosts – or participates in – national and international events that are intended to educate or inform interested stakeholders. Over the reporting period, our subject matter experts presented the following discussion topics:

topics	presentation / discussion title	more information
(Digital) Circular Economy	Digital Circular Economy - How Software Can Accelerate the Transition to the Circular Economy & Create Sustainability Leadership	→ <a href="#">link</a>
	Setting CradleToCradle (C2C) Standards – Closing the Loop	→ <a href="#">link</a>
	Digitalization as an Enabler of the Circular Economy	→ <a href="#">link</a>
	Transparency Requirements For A Sustainable Circular Economy	→ <a href="#">link</a>
Life cycle assessment (LCA) and resource efficiency	Using life cycle information in decision making for reaching and setting sustainability goals	→ <a href="#">link</a>
	Connecting life cycle models instead of exporting and importing datasets from and in LCA software – a database platform for parameterized LCI datasets – concept and implementation	→ <a href="#">link</a>
	How to handle upcoming EU requirements on LCA	→ <a href="#">link</a>
	EU RoHS directive, EU REACH regulation, SVHCs in relation to the ECHA database and Calif. Prop 65	→ <a href="#">link</a>
	RoHS and REACH – current developments	→ <a href="#">link</a>
	ECHA SCIP database	→ <a href="#">link</a>
	How to achieve due diligence with your SCIP reporting	→ <a href="#">link</a>



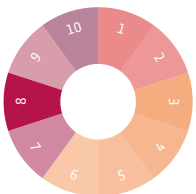
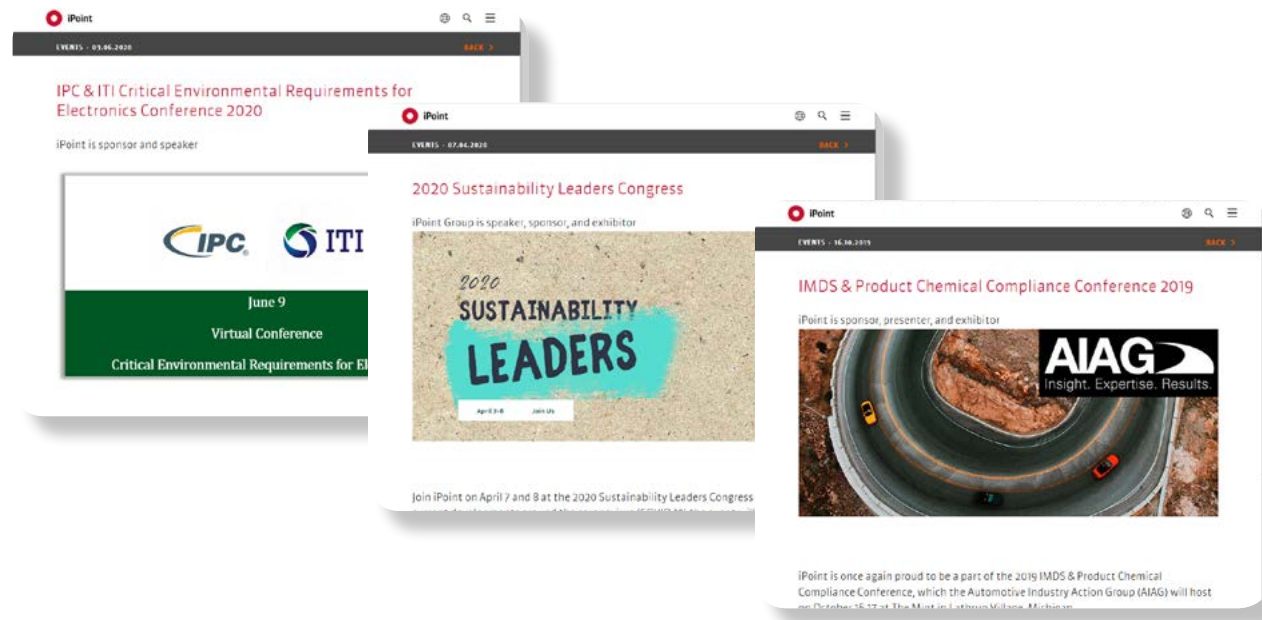


## V. Living Up To UNGC's 10 Principles

### Environment

In addition to contributing expertise, we also put money where our mouth is. Over the reporting period, we sponsored conferences or fora that had implicit or explicit environmental objectives. Examples include:

event	location	more information
• IMDS & Product Chemical Compliance Conference 2019	Lathrup Village, MI – USA	→ <a href="#">link</a>
• 2020 Sustainability Leaders Congress	Virtual event	→ <a href="#">link</a>
• IPC & ITI Critical Environmental Requirements for Electronics Conference 2020	Virtual event	→ <a href="#">link</a>





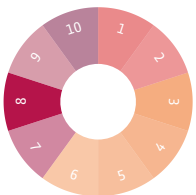
## V. Living Up To UNGC's 10 Principles

### Environment

#### Improving our paper policy

During the current reporting period, in a bid to further improve our paper policy, we switched our entire in-house paper consumption to FSC®- and ISO 14001-certified paper, produced in the EU and qualified with the EU Ecolabel – guaranteeing that the products' main environmental impacts are reduced in comparison to similar products on the market. We are striving to find a product that best meets our sustainability, usability, and data security requirements and are therefore currently testing several types of 100% recycled paper.

For our corporate publishing needs (e.g. flyers, brochures, customer magazine, employee magazine, etc.), we demonstrate environmental responsibility by carefully selecting print services. For our printing needs, we work with FSC®- and ISO 12647-2-certified printers to achieve ecologically sustainable printing results. During the reporting period, we continued to use the climate-neutral printing services offered by our printers in cooperation with ClimatePartner.<sup>152</sup> For each print order, the generated carbon emissions are calculated in line with ISO 16759 and offset via a certified project that can be chosen from the project portfolio of ClimatePartner.<sup>153</sup>



#### Choosing sustainable gifts

In a bid to lead by example, our gifts and giveaways for trade fairs, conferences, customer visits, and employees are selected according to ecologically and socially sustainable standards. The decisive factors here are corresponding certifications or information provided by the vendors as well as an assessment whether the products meet our corporate criteria.<sup>154</sup> Current promotional gifts include reusable, REACH-compliant fabric bags, plantable pencils,<sup>155</sup> eco-ballpoint pens<sup>156</sup> and USB flash drives as well as eco-powerbanks,<sup>157</sup> ecocubes,<sup>158</sup> and sustainably designed, reusable water bottles from a Cradle-to-Cradle-certified enterprise.<sup>159</sup> Furthermore, instead of giving customers and employees take-home-presents, we have started to hand out tree vouchers from Plant for the Planet,<sup>160</sup> an organization which aims to raise awareness about the issue of climate change and actively combat it through tree-planting campaigns.





### Environment

**Principle 9: Businesses should encourage the development and diffusion of environmentally friendly technologies.**

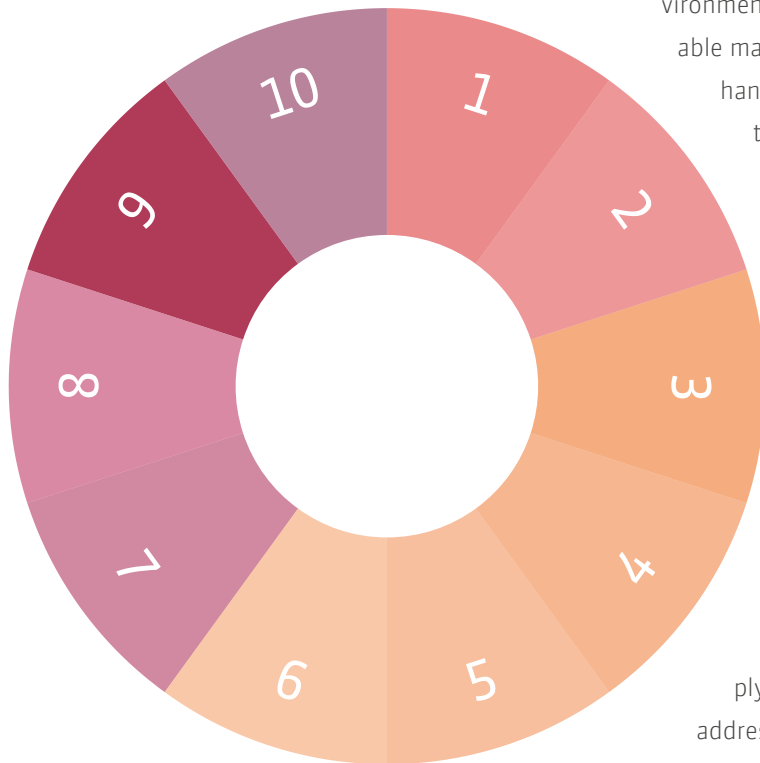
#### Offering our software and services

Environmentally sound technologies should protect the environment, are less polluting, use resources in a more sustainable manner, recycle more of their wastes and products, and handle residual wastes in a more acceptable manner than the technologies for which they were substitutes.<sup>161</sup> As one of the world's leading software and consulting companies for environmental product compliance and sustainability, the development and diffusion of environmentally-friendly technologies is a raison d'être of iPoint and part of our core business portfolio. The company's digital solutions permit an automated and secure exchange of relevant information across the entire value creation network and product life cycle – from product design, manufacturing and use, to reuse and recycling. Our solutions portfolio includes software that enables manufacturing companies to comply with legal requirements, regulations, and directives addressing hazardous and substances such as California

Proposition 65, the US Toxic Substances Control Act, EU RoHS, EU ELV, and EU REACH.

In 2018, iPoint's software solutions in the area of environmental product compliance were notably recognized when the European Commission selected the company out of hundreds of applications to join the Scaling Circular Business initiative, a formal recognition of our innovative circular economy solutions underlining that we are one of the SMEs ready to help other organizations to become more circular.<sup>162</sup> Most recently, in August 2020, iPoint's CEO was honored as "Best Environmental Compliance Software Solutions CEO (Europe)" by CEO Monthly, and featured in their Global CEO Excellence Awards 2020 magazine.

Our acquisition of the ifu Institute for Environmental IT Hamburg – a company highly specialized in LCA – allows us to offer pertinent software and services, and accompany our customers on their quest to become circular.<sup>163</sup> What started out in 2013 as a B2B cooperation to develop design and evaluation tools for functional, ecologically-optimized, multi-material, lightweight automotive components in mass production (research project "MultiMaK"), flourished into a full-blown corporate merger in 2018. Our joint "Live LCA" project, which began in 2017, also im-





## V. Living Up To UNGC's 10 Principles Environment

plemented with other industry and research partners, set out to develop a software solution enabling companies to combine available material and energy consumption data for a real-time calculation of LCA and Material Flow Cost Accounting (MFCA), thereby reducing the costs for EPDs (Environmental Product Declarations) and LCAs by 90%.<sup>164</sup> This new solution has been available as part of the iPoint Suite under the name of “iPoint Product Sustainability” since December 2019.

### Industry Cooperations, R&D Projects

In line with SDG 17 (Partnerships for the Goals), iPoint takes a strategic collaborative approach to implementing this UNGC principle. Important cooperations and memberships include:

- ➔ ACTION – Advanced Shaped Sandwich Composites for Mechanical, Thermal and Acoustic Applications: R&D project with ElringKlinger, INVENT GmbH, Technical University of Braunschweig, and Volkswagen AG funded by the German Federal Ministry of Education and Research (BMBF),<sup>165</sup>
- ➔ Christian Doppler Laboratory for Sustainable Product Management enabling a Circular Economy: Research laboratory at the University of Graz with ARA – Altstoff Recycling Austria and AVL,<sup>166</sup>
- ➔ Consumer Information Programme for Sustainable Consumption and Production (CI-SCP) of One Planet Network,<sup>167</sup>



- ➔ DIBICHAIN – Digital representation of circular systems using Blockchain technology: R&D project with Airbus, Altran Deutschland, Blockchain Research Lab, and CHAINSTEP,<sup>168</sup>
- ➔ Forum for Sustainability through Life Cycle Innovation (FSLCI) – Vice Chair of the Executive Board,<sup>169</sup>
- ➔ iCAREPLAST – Integrated Catalytic Recycling of Plastic Residues Into Added-Value Chemicals: R&D project with Agencia Estatal Consejo Superior de Investigaciones Científicas, Universitat Politècnica de València, Technical University Braunschweig, National Laboratory of Energy and Geology, BioBTX B.V., Imperial College London, University of Twente, KERION-ICS S.L., and URBASER, S.A.,<sup>170</sup>
- ➔ ISO Technical Committee on Circular Economy (ISO/TC 323),<sup>171</sup>
- ➔ Life Ask REACH – Project with several partners from Europe, funded under the LIFE Programme of the European Union (No. LIFE16 GIE/DE/000738),<sup>172</sup>
- ➔ Verband für Umwelt- und Nachhaltigkeitsmanagement e.V. (VNU; Association for European Sustainability and Eco-Management Professionals) – Member of the Executive Board.<sup>173</sup>

### Environment: Measurement of Outcomes

- ➔ During the reporting period, iPoint received zero (0) complaints concerning environment-related violations.





### Anti-Corruption

**Principle 10:** Businesses should work against corruption in all its forms, including extortion and bribery.

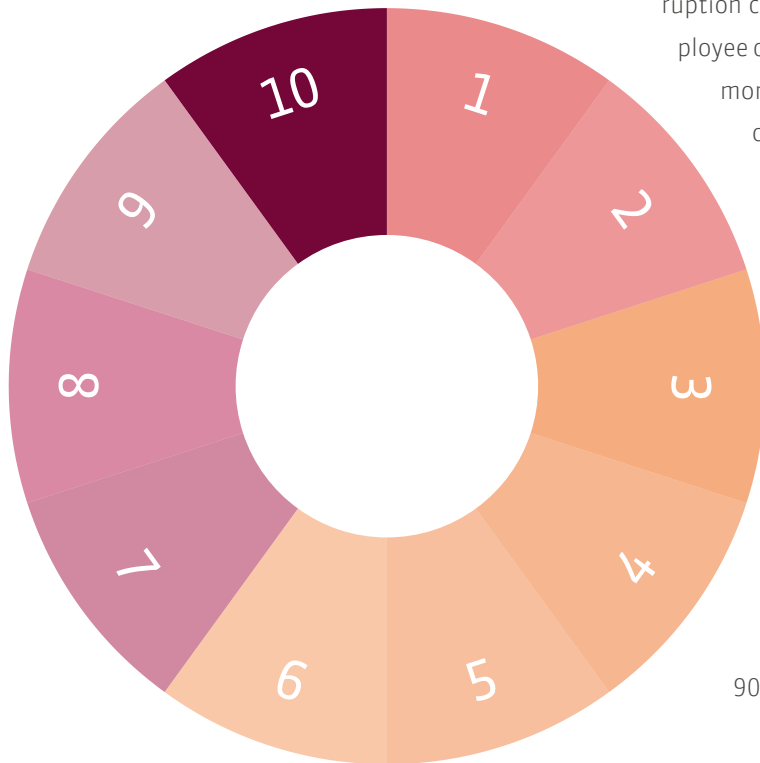
Ethical and responsible behavior are the cornerstones of a successful business in a dynamic global marketplace. Anti-corruption clauses are therefore included in iPoint's standard employee contracts which we introduced in March 2018. Furthermore, a Social Charter which contains several paragraphs on what kind of ethical, responsible behavior is expected from iPoint's employees was rolled out during the reporting period.

For iPoint, sustainability means achieving long-term growth. Economic sustainability is anchored in iPoint's business processes, solutions, and customer relationships. We strive for continuous, sustainable improvement of the quality of our business processes and products. To this end, in May and July 2020 we had our quality management system audited (surveillance audit) in accordance with ISO 9001. Organizations that are ISO 9001-certified have a single and complete set of managed

and applied procedures, regularly updated and audited.<sup>174</sup> ISO 9001:2015 clause 7.5.3 addresses honesty in record keeping.

Participating in anti-corruption joint action, iPoint has endorsed the Call to Action: Anti-Corruption and the Global Development Agenda by signing the letter of support on August 2, 2018.<sup>175</sup> With the letter iPoint affirms its commitment to integrate anti-corruption into our strategies and operations, and work against corruption in all its forms, including extortion and bribery.

Also in the area of anti-corruption, iPoint actively supports research on corporate behavior and disclosure. Our commissioning of an EU Non-Financial Reporting Directive study – that specifically hones in on the actions companies are taking to counter the unethical practice of corruption –, which was released in May 2019 (Sweden, Germany) and October 2019 (Austria), is another example of iPoint's vested interest in measuring macro-level trends.<sup>176</sup>





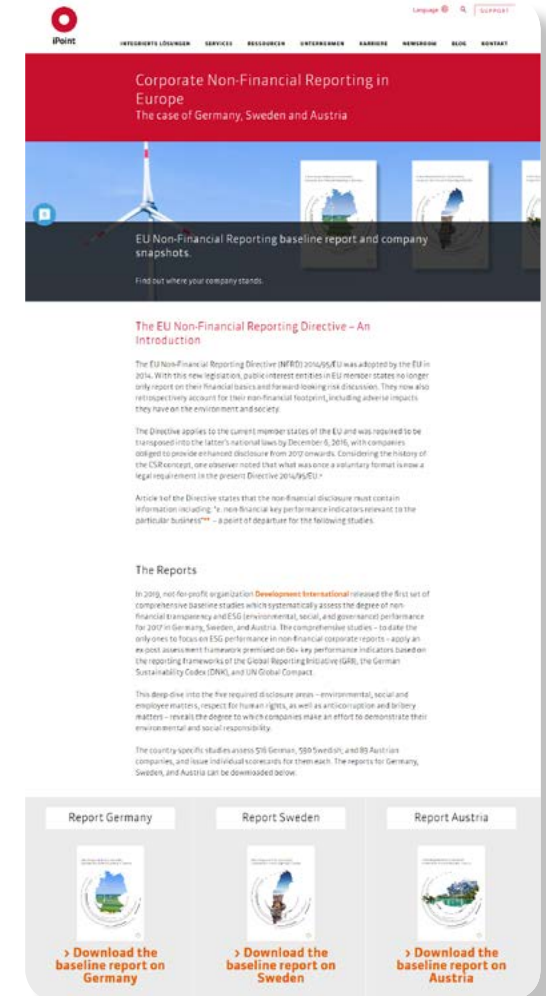
# V. Living Up To UNGC's 10 Principles

## Anti-Corruption



### Anti-Corruption: Measurement of Outcomes

- During the reporting period, there have been zero (0) infractions on the grounds of corruption or bribery, either alleged or verified.
- During the reporting period, no disciplinary action was required concerning corruption.
- During the reporting period, the total number of confirmed cases where contracts with counterparties were terminated or not renewed due to corruption-related infringements was zero (0).





## VI. Looking Forward

Over the next reporting period, we plan to undertake the following initiatives in line with the UNGC principles.

### Overarching (SDGs, all UNGC principles)

#### Materiality analysis

iPoint plans to complete a materiality analysis premised on its own social and environmental footprint. This analysis will form the basis of our future CSR and sustainability planning.

Topping the list are employees (diversity, health&safety, intellectual property rights), energy management, e-waste management, risk management, data privacy and security, travel, etc., to be analyzed according to spend.

#### Corporate procurement policy

We plan to finalize and release an official corporate procurement policy for sustainable office supplies and promotional items with selection criteria that include social responsibility, environment-related, and other sustainability dimensions, also making sure there are no human rights violations occurring among iPoint's service providers or suppliers.

#### SDG impact measurement

In the forthcoming reporting period, we – in cooperation with stakeholders – plan to define objectives via which we intend to continue to contribute to the prioritized SDGs and their targets, and determine the indicators we will use to measure progress against them.

#### Education on the SDGs

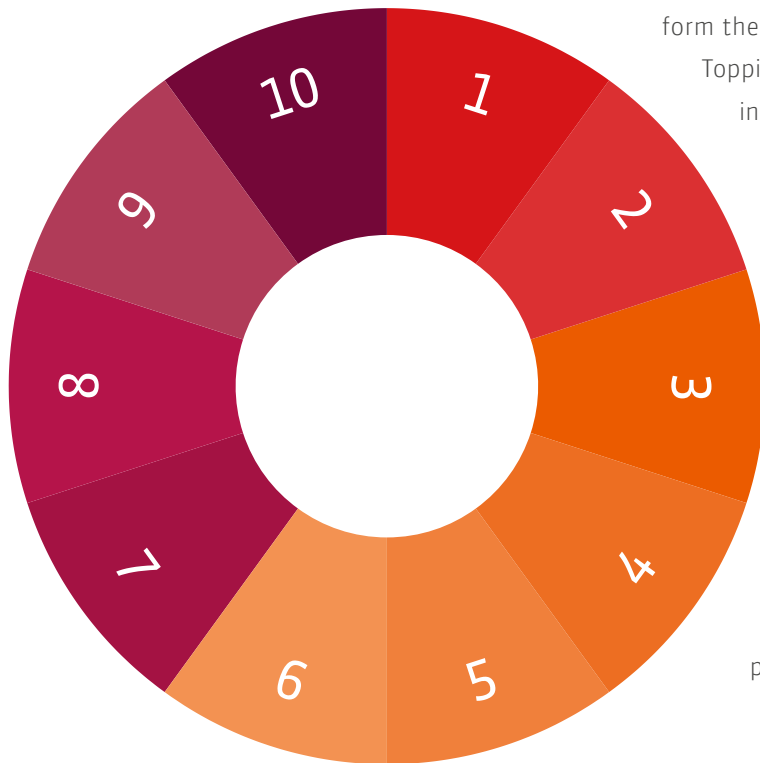
Furthermore, we plan to continue to educate our internal and external stakeholders on the SDGs and SDG-related matters via our corporate communication channels.

#### SDG support via charitable causes and organizations

In the upcoming reporting year, we will continue to support charitable causes and organizations and select the beneficiaries of our donations on the grounds that they support the implementation of the SDGs.

#### Expertise sharing

Over the next reporting period, iPoint will continue to contribute subject matter expertise covering one or more UNGC principles and SDGs at conferences, fora, and in publications.





### Sponsorship of conferences and events

In the upcoming reporting year, iPoint will continue to host and sponsor conferences where one or more UNGC principles are front and center.

groups – without discrimination of any kind concerning, for example, race, gender, religion, national origin, sexual orientation, or gender identity.

### Human Rights

#### Further developing our Human Rights-oriented tools and services

We intend to continue the expansion of our human rights-oriented solutions and services in support of UN goals and issues. In particular, we will adapt our existing responsible sourcing solutions to the new Conflict Minerals Regulation (Regulation (EU) 2017/82) which will come into full force across the EU on January 1, 2021.

#### Ensuring the health of our stakeholders during the COVID-19 pandemic

Protecting the right to health during the ongoing COVID-19 pandemic will remain a top priority of iPoint, and we will continue to implement adequate measures to protect our staff, customers, and suppliers, thereby paying special attention to vulnerable

### Labor

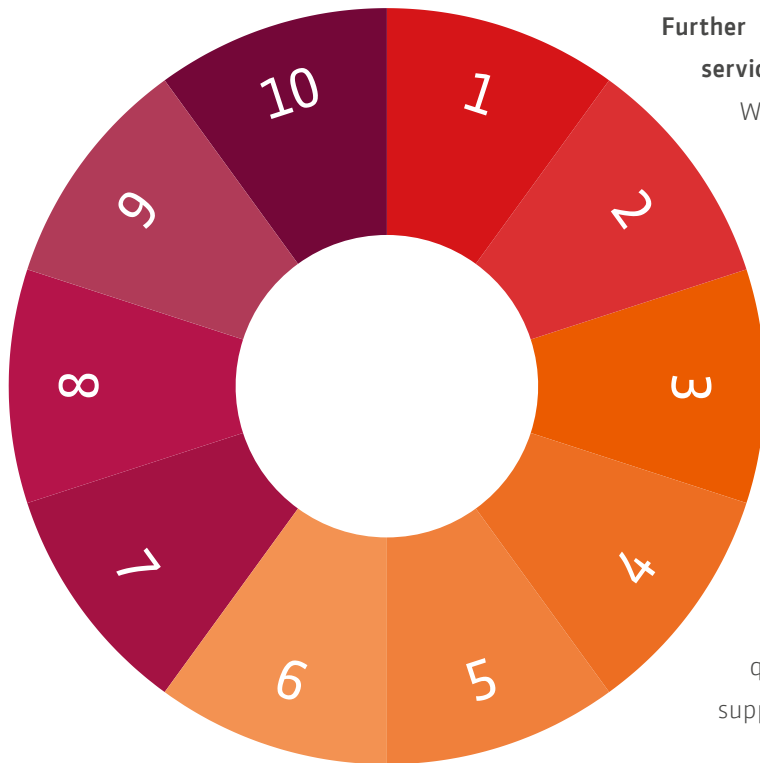
#### Increasing the number and quality of apprenticeships

In a quest to increase the number of youth and adults who have relevant technical and vocational skills for employment, we plan to offer apprenticeships to more trainees in the upcoming reporting period. We also intend to continue our annual survey of the trainees to benchmark and continuously improve the quality of our apprenticeship offer.

#### Promoting better health and fitness

Since corporate commitment to promoting better health demonstrably reduces sick leave and fluctuation, increases employee satisfaction, and thus leads to more productivity and competitiveness, iPoint has planned several measures for the upcoming reporting period:

- Expansion of the corporate fitness offer by subsidizing access to and use of Qualitrain's<sup>177</sup> Germany-wide network of 3,500 sports and health facilities (e.g., fitness studios, swimming and leisure pools, yoga studios, climbing and





## VI. Looking Forward

bouldering halls) and more than 1,000 online courses on exercise, nutrition, and meditation,

- ➔ Providing additional courses for mental health, e.g., on resilience, meditation, and relaxation techniques,
- ➔ Subsidization of bicycles and e-bikes for our employees via a leasing service.<sup>178</sup>

### Expansion of corporate benefits

We will work with an established provider<sup>179</sup> to offer our staff benefit programs, granting them access to exclusive offers of high-quality products and services from well-known manufacturers and brands.

### Support of remote work

Due to our positive experiences with telecommuting during the COVID-19 pandemic, we will continue to support remote work, e.g., by releasing a working from home policy and providing corporate guidelines for conducting online meetings.

### Ensuring privacy and protection of data

In the upcoming reporting period, we plan to have our information security management system audited (surveillance audit) in accordance with ISO/IEC 27001,

thereby continuing our efforts to ensure privacy as well as protect and keep our company's, customers' and employees' information secure.

## Environment

### Upscaling and audit of EMS

In the upcoming reporting period, we plan to scale up the number of sites for which an Environmental Management System (EMS) will be established, starting with sites with more than 15 employees. Furthermore, we plan to have our EMS audited according to the international environmental management standard ISO 14001.

### Carbon neutrality plan

iPoint is committed to gradually reducing its carbon emissions to the point of carbon neutrality and has already taken specific steps in this direction. Upon studying the feasibility of attaining complete carbon neutrality, we will issue a carbon neutrality plan.

### KPIs of LCA

iPoint intends to conduct an LCA for 2019 and is considering to make public specific KPIs that emerged based on our 2019 LCA, including energy usage, waste, and emissions (Scope 1).





### Increase e-vehicle fleet

We plan to increase the amount of alternatively powered company cars in the upcoming reporting period.

### Improving our paper policy

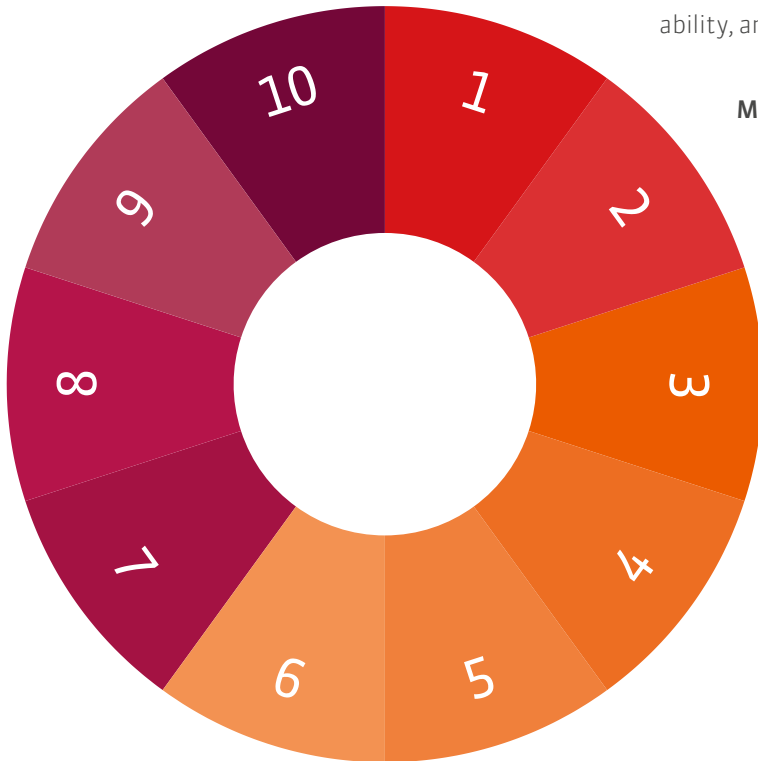
We intend to continue the improvement of our paper policy by concluding our test of several types of 100% recycled paper in order to find a product that best meets our sustainability, usability, and data security requirements.

### Anti-corruption

Constantly striving for continuous, sustainable improvement of the quality of our business processes and products, including anti-corruption measures, we plan to have our quality management system audited (surveillance audit) in accordance with ISO 9001. ISO 9001:2015 clauses 7.5.3 addresses honesty in record keeping.

### More employee information on energy-saving measures

We plan more regular, proactive communications with employees concerning energy-saving measures for the office and at home, including the telecommuting-related overhaul and resumption of our 10-week environmental campaign, which was put on hold due to the coronavirus pandemic and the ongoing company-wide working from home arrangements (the original campaign was focused on working at the headquarters and didn't include working from home arrangements).





## VII. Disclosure Regarding Forward-Looking Statements

This report contains “forward-looking statements”<sup>180</sup> based on current assumptions, plans, estimates and forecasts which include, but are not limited to, statements about iPoint’s expected future vendor due diligence and engagement efforts and development of related processes. Although we believe that the expectations, opinions, and comments reflected in these forward-looking statements are reasonable, such statements are subject to risks and uncertainties that cannot be controlled or accurately predicted by us, and we can give no assurance that such statements will prove to be correct. Actual outcomes may differ materially from those expressed or implied in such statements.

All forward-looking statements speak only as of the date of this report. It cannot be guaranteed, nor can any liability otherwise be assumed by iPoint and the companies of the iPoint Group, that these forward-looking statements will prove complete, correct or precise, or that expected and forecast results will actually be achieved in the future. We do not undertake any obligation to update or publicly release any revisions to forward-looking statements to reflect events, circumstances, or changes in expectations after the date of this report.



- 1 The iPoint Group includes:
  - 1) iPoint:
    - iPoint-systems gmbh, Reutlingen, Germany (headquarters)
    - iPoint-systems gmbh, Munich, Germany
    - iPoint-Austria GmbH, Vienna, Austria
    - iPoint-systems, Melbourne, Australia
    - iPoint-systems gmbh, Paris, France
    - iPoint-systems AB, Växjö, Sweden
    - iPoint Ltd., Manchester, United Kingdom
    - iPoint Inc., Ann Arbor, Michigan, USA (central office USA)
    - iPoint Inc., Los Angeles, California, USA
    - iPoint Japan Co Ltd, Tokyo, Japan
    - iPoint Ltd., Shanghai, China
    - iPoint Korea, Suwon, South Korea
  - 2) ifu Institute for Environmental IT, Hamburg GmbH, Germany (<https://www.ifu.com/en/>)
  - 3) CircularTree (<https://www.circulartree.com/>), located in Berlin, Germany
- 2 UN: Sustainable Development Goals, <https://sustainabledevelopment.un.org/sdgs>
- 3 E.g., GRI and United Nations Global Compact: Integrating the Sustainable Development Goals into Corporate Reporting: A Practical Guide. 2018, [https://www.globalreporting.org/resourcelibrary/GRI\\_UNGC\\_Reporting-on-SDGs\\_Practical\\_Guide.pdf](https://www.globalreporting.org/resourcelibrary/GRI_UNGC_Reporting-on-SDGs_Practical_Guide.pdf) We used the SDG Compass (<https://sdgcompass.org/>), which is designed for multinational enterprises, as a guide and source of inspiration, but adapted it to our SME needs.
- 4 3.9: "By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination"
- 5 8.2: "Achieve higher levels of economic productivity through diversification, technological upgrading and innovation, including through a focus on high-value added and labour-intensive sectors"
- 6 8.4: "Improve progressively, through 2030, global resource efficiency in consumption and production and endeavour to decouple economic growth from environmental degradation, in accordance with the 10-year framework of programmes on sustainable consumption and production, with developed countries taking the lead"
- 7 8.7: "Take immediate and effective measures to eradicate forced labour, end modern slavery and human trafficking and secure the prohibition and elimination of the worst forms of child labour, including recruitment and use of child soldiers, and by 2025 end child labour in all its forms"
- 8 9.4: "By 2030, upgrade infrastructure and retrofit industries to make them sustainable, with increased resource-use efficiency and greater adoption of clean and environmentally sound technologies and industrial processes, with all countries taking action in accordance with their respective capabilities"
- 9 12.2: "By 2030, achieve the sustainable management and efficient use of natural resources"
- 10 12.4: "By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment"
- 11 12.5: "By 2030, substantially reduce waste generation through prevention, reduction, recycling and reuse"
- 12 12.6: "Encourage companies, especially large and transnational companies, to adopt sustainable practices and to integrate sustainability information into their reporting cycle"
- 13 12.A: "Support developing countries to strengthen their scientific and technological capacity to move towards more sustainable patterns of consumption and production"
- 14 16.2: "End abuse, exploitation, trafficking and all forms of violence against and torture of children"



- 15 16.4: “By 2030, significantly reduce illicit financial and arms flows, strengthen the recovery and return of stolen assets and combat all forms of organized crime”
- 16 E.g., Joerg Walden: After COVID-19: How to recover your business towards Sustainability. May 1, 2020, <https://www.linkedin.com/pulse/after-covid-19-how-recover-your-business-towards-joerg-walden/>;  
Joerg Walden: Sustainable business leadership and digitalization – what we can learn from the crisis. May 25, 2020, <https://www.linkedin.com/pulse/sustainable-business-leadership-digitalization-what-we-joerg-walden/>.
- 17 INATBA: INATBA, the International Association of Trusted Blockchain Applications, offers developers and users of DLT a global forum to interact with regulators and policy makers and bring blockchain technology to the next stage, <https://inatba.org/news/inatba-launch/>.
- 18 INATBA: Convergence. The Global Blockchain Congress 2019, <https://blockchainconvergence.com/>.
- 19 Cf., e.g., Joerg Walden: Digitalization – A major driver towards the Circular Economy and the SDGs. April 14, 2020, <https://www.linkedin.com/pulse/digitalization-major-driver-towards-circular-economy-sdgs-walden/>.
- 20 For details, please refer to the chapter on UNGC Principle 7 in this report (pp. 47-51).
- 21 For details, please refer to the chapter on UNGC Principle 7 in this report (pp. 47-51).
- 22 For details, please refer to the chapter on UNGC Principle 7 in this report (pp. 47-51).
- 23 CircularTree, <https://circulartree.com/>.
- 24 Defined as head of department with personnel responsibilities who are in direct reporting line to the CEO.
- 25 For further information, please refer to the chapter on UNGC Principle 5 in this report (p. 44).
- 26 ISO: Technical Committees. ISO/TC 323. Circular economy, <https://www.iso.org/committee/7203984.html>.
- 27 The One Planet network: A window into Sustainable Consumption and Production across the globe, <https://www.oneplanetnetwork.org/>.
- 28 The One Planet network: Consumer Information for SCP, <http://www.oneplanetnetwork.org/consumer-information-scp>.
- 29 E.g., International Plastic Bag Free Day, cf. <https://www.instagram.com/p/CCLeK5AnsF3/>.
- 30 For details, please refer to the chapter on UNGC Principle 7 in this report (pp. 47-51).
- 31 This measure was undertaken after we took stock of and analyzed our current office supplies as a basis for our sustainable procurement policy, which will be rolled out in the upcoming reporting period. See the “Looking Forward” chapter for further details (p. 64).
- 32 See below and page 51 for further details.
- 33 For further information, please refer to the chapter on UNGC Principle 8 in this report (p. 53f.).
- 34 For details, please refer to the chapter on UNGC Principle 7 in this report (p. 51).
- 35 For example, we are part of the bahn.business programme of the German railway company Deutsche Bahn AG, which uses 100% green energy for business trips and also compensates for indirect emissions, which is why every trip by Deutsche Bahn is CO2-free. Cf. Deutsche Bahn: Business travel with bahn.business, <https://www.bahn.de/micro/view/bahnbusiness-en/index.shtml>.
- 36 For details, please refer to the chapter on UNGC Principle 7 in this report (p. 49).
- 37 For details, please refer to the chapter on UNGC Principle 7 in this report (p. 49).
- 38 For details, please refer to the chapter “Using the 10 Principles as guide in responding to the COVID-19 crisis” as well as the chapter on UNGC Principle 7 in this report (pp. 29-31; p. 49).
- 39 For details, please refer to the chapter “Using the 10 Principles as guide in responding to the COVID-19 crisis” as well as the chapter on UNGC Principle 7 in this report (p. 31f., p. 49).



- 40 For details, please refer to the chapter on UNGC Principle 7 in this report (p. 48).
- 41 For details, please refer to the chapter on UNGC Principle 8 in this report (p. 59).
- 42 For details, please refer to the chapter on UNGC Principle 8 in this report (p. 54f.)
- 43 Entrepreneurs For Future: Entrepreneurs' statement on school strike for climate, <https://www.entrepreneurs4future.de/stellungnahme/statement-en/>
- 44 Fridays For Future, <https://fridaysforfuture.org/>
- 45 CI-SCP implements and supports projects, undertakes research, identifies and encourages policies, and provides collaboration opportunities for anyone looking to engage and assist consumers in sustainable consumption. Cf. The One Planet network: Consumer Information for SCP, <http://www.oneplanetnetwork.org/consumer-information-scp>.
- 46 AIAG is an auto industry trade association where members collaborate to develop common global standards for quality, supply chain, and corporate responsibility issues. Cf. AIAG, <https://www.aiag.org/>.
- 47 CI-SCP implements and supports projects, undertakes research, identifies and encourages policies, and provides collaboration opportunities for anyone looking to engage and assist consumers in sustainable consumption. Cf. <http://www.oneplanetnetwork.org/consumer-information-scp>
- 48 One Planet Network describes itself as "a platform for Sustainable Development Goal 12". Cf. The One Planet network: A platform for Sustainable Development Goal 12, <https://www.oneplanetnetwork.org/platform-sustainable-development-goal-12>.
- 49 This business initiative is made up of entrepreneurs from a wide variety of industries who are committed to climate protection and actively support the Fridays for Future movement. Above all, they demand compliance with the commitments of the internationally binding Paris Climate Agreement and thus the limitation of global warming to well below 2 degrees Celsius. Cf. Entrepreneurs For Future, <https://www.entrepreneurs4future.de/> (German website).
- 50 The FSLCI's mission is to "be the global voice of the Life Cycle community to accelerate the transition towards a sustainable society by promoting global, systematic and effective application of Life Cycle Innovation." Cf. FSLCI: Vision & Mission, <https://fslci.org/vision-mission/>. In October 2019, Martina Prox of our subsidiary ifu Institute for Environmental IT Hamburg was appointed Vice Chair of the FSLCI Executive Board. Learn more here: FSLCI: Board of Directors, <https://fslci.org/news/fslcinews/2019/10/fslci-gets-new-leadership/>.
- 51 The IHK Netzwerk Nachhaltigkeit (Network Sustainability of the German Chamber of Industry and Commerce) is concerned with social, ecological and economic responsibility. The network provides up-to-date information and promotes the cross-industry exchange of expertise and experience. Cf. IHK Reutlingen: IHK-Netzwerk Nachhaltigkeit, <https://www.reutlingen.ihk.de/netzwerke/netzwerke-f-n/nachhaltigkeit/> (German website).
- 52 IPC is a global trade association serving the printed board and electronics assembly industries, and has specific data exchange standards supported by iPoint's solutions, e.g.: IPC-1752A, which allows companies in the supply chain to share information on materials in products, and IPC-1755, developed in partnership with the Automotive Industry Action Group (AIAG), the Responsible Minerals Initiative (RMI), and the Japan Electronics and Information Technology Industries Association (JEITA), allows companies in the supply chain to exchange information related to Conflict Minerals. For more information: IPC: Materials Declaration Data Exchange Standards, <http://www.ipc.org/ContentPage.aspx?pageid=Materials-Declaration>.
- 53 This technical committee of the International Organization for Standardization (ISO) focuses on "standardization in the field of Circular Economy to develop frameworks, guidance, supporting tools and requirements for the implementation of activities of all involved organizations, to maximize the contribution to Sustainable Development." Cf. ISO: Technical Committee. ISO/TC 323 Circular economy, <https://www.iso.org/committee/7203984.html>.
- 54 INATBA offers developers and users of Distributed Ledger Technologies (DLT) a global forum to interact with regulators and policy makers and bring blockchain technology to the next stage. INATBA's working groups focus on a range of topics, including: climate action, education, energy, healthcare, mobility, privacy, social impact, and supply chain. Cf. INATBA, <https://inatba.org/>; INATBA: Organization, <https://inatba.org/organization/>. The social impact working group is co-chaired by iPoint CEO Joerg Walden. Learn more here: iPoint-systems: INATBA launches "Social Impact & Sustainability" Working Group. July 15, 2019, [https://www.ipoint-systems.com/newsroom/news-detail/?tx\\_news\\_pi1%5Bnews%5D=634&cHash=487cbfc637d7564922ab4f4ec87266fd](https://www.ipoint-systems.com/newsroom/news-detail/?tx_news_pi1%5Bnews%5D=634&cHash=487cbfc637d7564922ab4f4ec87266fd).
- 55 Launched by the European social partner CEC European Managers and inspired by the Fridays For Future movement, the initiative aims to transform management for the benefit of people and the planet by implementing the Paris Agreement and the SDGs. Cf. Managers For Future, <https://www.managersforfuture.eu/>; Managers For Future: Manifesto of the ManagersForFuture Movement, [https://static.websitcreator.eu/var/m\\_1/14/14a/7823/396081-MFF\\_Manifesto-9bf31.pdf?download](https://static.websitcreator.eu/var/m_1/14/14a/7823/396081-MFF_Manifesto-9bf31.pdf?download).



- 56 iPoint joined the Responsible Minerals Initiative (RMI) – then known as the Conflict-Free Sourcing Initiative (CFSI) – as one of the first vendor members in 2016. Cf. iPoint-systems: iPoint Joins CFSI as Vendor Member. November 10, 2016, <https://www.ipoint-systems.com/newsroom/news-detail/ipoint-joins-cfsi-as-vendor-member/>. RMI offers a range of tools and resources including the Responsible Minerals Assurance Process, the Conflict Minerals Reporting Template, the Cobalt Reporting Template, Reasonable Country of Origin Inquiry data, and a range of guidance documents on responsible minerals sourcing. Cf. RMI, <http://www.responsiblemineralsinitiative.org/>.
- 57 This initiative is dedicated to climate protection, biodiversity, circular economy, a socially just economy, and demands that these and other sustainability issues continue to have top priority in the political agendas in these challenging, COVID-19-dominated times. Cf. Nachhaltig zusammen!, <https://nachhaltig-zusammen.de/> (German website).
- 58 The VNU Verband für Nachhaltigkeits- und Umweltmanagement e.V. is an independent community of experts and users of environmental and sustainability management systems. It designs management systems through committee action, support their practical implementation in companies, and facilitates networking between members and stakeholders through conferences and regional meetings. Cf. VNU, <https://www.vnu-ev.de/en/>. Martina Prox of our subsidiary ifu Institute for Environmental IT Hamburg has been a member of the VNU Executive Board since March 2018. She represents the interests of the VNU in the liaison to the ISO committee ISO/TC207/SC1, where environmental management standards are developed and updated. Cf. VNU: Board, <https://www.vnu-ev.de/en/about-us/board>.
- 59 Previous beneficiaries of iPoint donations include (excerpt): Alliance for Climate Education, AnnieCannons, Inc., ARCHE IntensivKinder, the German Bone Marrow Donation Register (Deutsche Knochenmarkspenderdatei), Eldoret Kids Kenia, the German foundation Give Education a Chance ("Gib Bildung eine Chance"), Hospice Veronika, Lebenshilfe Reutlingen, Make a Wish Foundation (Michigan), March of Dimes (Michigan), the Regional Group of the Registered Mucoviscidosis Association (Regionalgruppe Zollernalb-Tübingen des Mukoviszidose e.V.), Not For Sale, YouthVille Detroit, Raise Hope for Congo, and the Wikimedia Foundation.
- 60 Förderverein für krebskranke Kinder Tübingen e. V., <https://www.krebskranke-kinder-tuebingen.de/start.html>
- 61 JAM Deutschland, <https://jam-deutschland.org/>; JAM, <https://jamint.com/>
- 62 Kreiskliniken Reutlingen, <https://www.kreiskliniken-reutlingen.de/>
- 63 Universitätsklinikum Tübingen: PALUNA - Spezialisierte ambulante Palliativversorgung (SAPV) für Kinder und Jugendliche, <https://www.medizin.uni-tuebingen.de/de/das-klinikum/einrichtungen/kliniken/kinderklinik/palliativversorgung>.
- 64 Plant for the Planet, <https://www.plant-for-the-planet.org/en/home>.
- 65 Week of Links, <http://weekoflinks.org/>; <https://demo.nez-tuebingen.org/nez/>.
- 66 Sea Shepherd's Operation CLEAN WAVES, <https://seashepherd.org/campaigns/clean-waves/>
- 67 Sea Shepherd, <https://seashepherd.org/>.
- 68 UN Global Compact: The Ten Principles of the UN Global Compact, <https://www.unglobalcompact.org/what-is-gc/mission/principles>.
- 69 Learn more here: iPoint-systems: UN Global Compact Network Germany Elects New Steering Committee. October 7, 2019, <https://www.ipoint-systems.com/newsroom/news-detail/un-global-compact-network-germany-elects-new-steering-committee/>.
- 70 Exceptions were, for example, the reception staff and the facility manager.
- 71 We are part of the bahn.business programme of the German railway company Deutsche Bahn AG, which uses 100% green energy for business trips and also compensates for indirect emissions, which is why every trip by Deutsche Bahn is CO2-free. Deutsche Bahn: Business travel with bahn.business, <https://www.bahn.de/micro/view/bahnbusiness-en/index.shtml>.
- 72 Learn more about the German initiative "Unternehmen zusammen für mehr Nachhaltigkeit – Wir bleiben dran!" (Companies together for sustainability – we're staying on task!) here: Nachhaltig zusammen!, <https://nachhaltig-zusammen.de/> (German website)
- 73 "The Conflict Minerals Reporting Template (CMRT) is a free, standardized reporting template developed by the Responsible Minerals Initiative (RMI) that facilitates the transfer of information through the supply chain regarding mineral country of origin and the smelters and refiners being utilized. The template also facilitates the identification of new smelters and refiners to potentially undergo an audit via the RMI's Responsible Minerals Assurance Process (RMAP)." Cf. RMI: Conflict Minerals Reporting Template, <http://www.responsiblemineralsinitiative.org/reporting-templates/cmrt/>.



- 74 “The Cobalt Reporting Template is a free, standardized reporting template developed by the Responsible Minerals Initiative to identify choke points and collect due diligence information in the cobalt supply chain.” Cf. RMI: Cobalt Reporting Template, <http://www.responsiblemineralsinitiative.org/reporting-templates/cobalt-reporting-template/>.
- 75 Based on the RMI’s CMRT and CRT, the iPoint Conflict Minerals solution allows for cascade and roll-up of the collected data from companies’ supply chain.
- 76 Blockchain technology is a distributed, shared electronic ledger which can add an additional layer of transparency, traceability, security, and trust in the Conflict Minerals supply chain. Replicated across many nodes in a peer-to-peer network, data recorded on a Blockchain is not only instantly verifiable, but also immutable. While users may access, inspect, or add to the data, it is very difficult to change or delete it, and the original information leaves a permanent trail (“chain”) of transactions. Each transaction is recorded and added to the previous one, resulting in a growing chain of information. The secure, auditable and immutable transaction history of the movement of commodities and products across the supply chain is achieved without the need for a trusted central organization or intermediary. By essentially self-monitoring, blockchain can provide data reliability and eliminate reconciliation.
- 77 The EPRM (European Partnership for Responsible Minerals) “is a multi-stakeholder partnership with the objective to increase the proportion of responsibly produced minerals from conflict-affected and high-risk areas (CAHRAs) and to support socially responsible extraction of minerals that contributes to local development.” Cf. EPRM: About EPRM, <https://europeanpartnership-responsibleminerals.eu/cms/view/53241510/about-eprm>. As of July 31, 2020, the EPRM members from industry, government, and civil society include Apple, Cisco, Drive Sustainability, Fairphone, HP, Inforlandia, Intel, NXP, Philips, the Responsible Minerals Initiative (RMI), Signify, Samsung, Tata Steel, Tekno Service, the Tantalum-Niobium International Study Center (TIC), Umicore, Valcambi (“supply chain actors”), the Alliance for Responsible Mining, Cordaid, Diakonia, Global Communities Partners for Good, iied, the INTERGOVERNMENTAL FORUM on Mining, Minerals, Metals and Sustainable Development (IGF) and the International Institute for Sustainable Development (IISD), IPIS, IMPACT, Responsible sourcing network, Solidaridad, terre des hommes (“civil society organisations”), German Federal Ministry for Economic Cooperation and Development, the United Kingdom’s Foreign and Commonwealth Office, the Ministry of Foreign Affairs of the Netherlands (“Governments and Institutions”), European Union External Action, European Commission, OECD, UN Environment (“observers”). Cf. EPRM: EPRM member overview, <https://europeanpartnership-responsibleminerals.eu/cms/view/53243030/member-overview>.
- 78 Point-systems: SustainBlock, <https://www.sustainblock.org/>.
- 79 Philips: Annual Report 2019, <https://www.results.philips.com/publications/ar19/downloads/pdf/en/PhilipsFullAnnualReport2019-English.pdf>, p. 207.
- 80 Cf. iPoint-systems: Webinar: Using Emerging Technologies to Digitalise Due Diligence Solutions for Responsible Mineral Supply Chains, <https://www.ipoint-systems.com/newsroom/news-detail/webinar-using-emerging-technologies-to-digitalise-due-diligence-solutions-for-responsible-mineral-s/>.
- 81 Enacted in March 2017, Devoir de Vigilance (Duty of Vigilance/Care) is the most progressive law of its kind. It establishes a duty to implement a “vigilance plan” for companies registered in French territory with more than 5,000 employees in France or more than 10,000 employees worldwide. The vigilance plan must cover risks of severe violations to human rights and fundamental freedoms, serious bodily injury, health risks, and environmental damage resulting from the direct or indirect activity of the firm. It must also include a mapping of risks, procedures to assess them, appropriate actions to prevent and mitigate them, monitoring schemes to gauge the effectiveness of the measures, and alert mechanisms. Furthermore, a statement describing each of these elements, as well as a report on the implementation of the plan, must be published annually in the management report. Cf. Juan Ignacio Ibañez, LL.M.; Chris N. Bayer, PhD; Jiahua Xu, PhD; Anthony Cooper, J.D.: Devoir de Vigilance: Reforming Corporate Risk Engagement. June 9, 2020, <https://www.ipoint-systems.com/ddv-report-2020/>.
- 82 RMI, <http://www.responsiblemineralsinitiative.org/>. For further details, please refer to the chapter on SDG 17 (p. 20).
- 83 AIAG, <https://www.aiag.org/>. For further details, please refer to the chapter on SDG 17 (p. 20).
- 84 IPC, <http://www.ipc.org/>. For further details, please refer to the chapter on SDG 17 (p. 20).
- 85 For more information, visit: iPoint-systems: iPoint-systems Launches Web-based Tool for Conflict Minerals Compliance. September 7, 2012, <https://www.ipoint-systems.com/newsroom/news-detail/ipoint-systems-launches-web-based-tool-for-conflict-minerals-compliance/>; GreenBiz, <https://www.greenbiz.com/article/honda-ford-spearhead-new-conflict-minerals-reporting-tool>.
- 86 INATBA, <https://inatba.org/>. For further details, please refer to the chapter on SDG 17 (p. 20).
- 87 For further details on these organizations and initiatives, please refer to pages 24-25 of this CoP.
- 88 Förderverein für krebskranke Kinder Tübingen e. V., <https://www.krebskranke-kinder-tuebingen.de/start.html>.
- 89 JAM Deutschland, <https://jam-deutschland.org/>; JAM, <https://jamint.com/>.



- 90 Universitätsklinikum Tübingen: PALUNA – Spezialisierte ambulante Palliativversorgung (SAPV) für Kinder und Jugendliche, <https://www.medizin.uni-tuebingen.de/de/das-klinikum/einrichtungen/kliniken/kinderklinik/palliativversorgung>.
- 91 With the exception of Article 14. Cf. United Nations: Universal Declaration of Human Rights, <http://www.un.org/en/universal-declaration-human-rights/>.
- 92 TRIGEMA, <https://www.trigema.de/>.
- 93 For further information on SustainBlock, please refer to pages 33 and 34 of this report.
- 94 ISO: ISO/IEC 27001:2013(en), <https://www.iso.org/obp/ui/#iso:std:iso-iec:27001:ed-2:v1:en>.
- 95 iPoint-systems: eLRT, <http://www.elrt.org/>.
- 96 Corporate liabilities for modern-day slavery in supply and service chains: A transnational framework.
- 97 The electronic Labor Rights Template (eLRT): Introducing an anti-slavery, B2B measurement, tracking, and reporting tool for global supply and service chains.
- 98 iPoint-systems: New Anti-Slavery Reporting and Risk Management Tool Launched [press release]. August 7, 2019, [https://www.csrwire.com/press\\_releases/42312-New-Anti-Slavery-Reporting-and-Risk-Management-Tool-Launched](https://www.csrwire.com/press_releases/42312-New-Anti-Slavery-Reporting-and-Risk-Management-Tool-Launched).
- 99 GRI, RLI: Advancing modern slavery reporting to meet stakeholder expectations, <https://www.globalreporting.org/resourcelibrary/RLI-GRI-Advancing-Modern-Slavery-Reporting-to-Meet-Stakeholder-Expectations.pdf>, p. 62, 63, 64.
- 100 E.g., Canada's law on Forced Labor, cf. iPoint-systems: Canada Passes Law on Forced Labor, [https://www.elrt.org/newsroom/news-detail-elrt/?tx\\_news\\_pi1%5Bnews%5D=754&cHash=19b719ae56b78ea6bc313c15c39e6906](https://www.elrt.org/newsroom/news-detail-elrt/?tx_news_pi1%5Bnews%5D=754&cHash=19b719ae56b78ea6bc313c15c39e6906).
- 101 E.g., the World Day against Trafficking in Persons (July 30), <https://www.facebook.com/iPointWorld/posts/3100259253426252>.
- 102 iPoint-systems: Homeland Security and Your Supply Chain, <https://www.ipoint-systems.com/blog/us-dept-of-homeland-security-is-enforcing-anti-human-trafficking-and-forced-labor-laws/>.
- 103 Corporate Social Charter – iPoint Group, August 29, 2019. Chapter 2: Prohibition of Child Labor and Forced Labor.
- 104 memo, <https://www.memoworld.de/>.
- 105 Green Promotion, <https://www.greenpromotion.de/>.
- 106 FAIRTRADE International, <https://info.fairtrade.net/>.
- 107 GOTS, <http://www.global-standard.org/>.
- 108 SAI: SA8000® Standard, <https://sa-intl.org/programs/sa8000/>.
- 109 memo: Nachhaltigkeitsbericht 2019/2020 (German website), <https://memo.1kcloud.com/ep1Exubg/#42>.
- 110 UNICEF: Child labour. October 2019, <https://data.unicef.org/topic/child-protection/child-labour/>.
- 111 E.g., by calling attention to the World Day against Child Labour (June 12), cf. <https://www.facebook.com/iPointWorld/photos/a.255816197870586/2956503437801835/>; [https://www.linkedin.com/posts/ipoint-systems-gmbh\\_covid-19-protect-children-from-child-labour-activity-6677301192508411904-T5yE/](https://www.linkedin.com/posts/ipoint-systems-gmbh_covid-19-protect-children-from-child-labour-activity-6677301192508411904-T5yE/).
- 112 Defined as head of department with personnel responsibilities who are in direct reporting line to the CEO.
- 113 IPCC: Global Warming of 1.5°C. Summary for Policymakers. 2018, [https://report.ipcc.ch/sr15/pdf/sr15\\_spm\\_final.pdf](https://report.ipcc.ch/sr15/pdf/sr15_spm_final.pdf), p. 6.
- 114 IPCC: Climate Change 2014. Synthesis Report. 2014, [https://www.ipcc.ch/site/assets/uploads/2018/05/SYR\\_AR5\\_FINAL\\_full\\_wcover.pdf](https://www.ipcc.ch/site/assets/uploads/2018/05/SYR_AR5_FINAL_full_wcover.pdf).
- 115 Like the ISO norms mentioned in this paragraph, the voluntary environmental management and audit system EMAS aims to systematically improve the environmental performance of a company or organization.



- 116 STADTRADELN is a campaign of the Climate Alliance of European Cities with Indigenous Rainforest Peoples, the largest network of cities, municipalities, and administrative districts for the protection of the world climate, which was further developed according to the Nuremberg model and has around 1.700 members in 26 European countries. The campaign provides municipalities with a proven, easy-to-implement measure to become active in communication/PR for sustainable mobility. Teams of local politicians, school classes, associations, companies, and citizens pedal to promote cycling, climate protection, and quality of life. In the period from May 1 to October 31, 2020, 21 consecutive days will be spent cycling as many kilometers as possible without CO2 emissions, both professionally and privately. When the three STADTRADELN weeks take place is up to each municipality. More info: STADTRADELN, <https://www.stadtradeln.de> (German website).
- 117 Hofmann Menü-Manufaktur: The Menü Manufaktur Hofmann, <https://www.die-menue-manufaktur.de/en/company.html>.
- 118 They consist of cellulose without plastic coating PET. The so called BIOPAP® trays are made of 100% pressed cellulose from FSC® or PEFC™ certified suppliers, coming from European forests. The electricity required for production is generated entirely from renewable energy. A study of the Fraunhofer Institute for Environmental, Safety, and Energy Technology UMSICHT also revealed that the BIOPAP® tray is advantageous in all the end-of-life scenarios considered. The 2016 study covers the carbon footprint of the end-of-life phase of the BIOPAP® trays compared to trays with plastic content at the current state of the art in disposal technology. Cf. Hofmann Menü-Manufaktur: What is BIOPAP®, <https://www.die-menue-manufaktur.de/en/our-quality-philosophy/biopapr.html>.
- 119 For cost reasons and due to a larger menu selection, we are remaining with 50 percent aluminum-packaged meals until further notice.
- 120 Tristanne Davis: Addressing the Sustainable Development Goals through Packaging: SDG 12, Sustainable Production & Consumption, in: GreenBlue, <https://greenblue.org/addressing-the-sustainable-development-goals-through-packaging-sdg-12-sustainable-production-consumption/>.
- 121 Oracle: Achieving Operational Excellence, <https://www.oracle.com/corporate/citizenship/sustainability/operations.html>.
- 122 CDP was formerly known as the Carbon Disclosure Project.
- 123 Oracle: Oracle Scores an 'A' for Climate Change. February 2, 2019, <https://blogs.oracle.com/sustainability/oracle-scores-an-%e2%80%98a%e2%80%99-for-climate-change>.
- 124 Oracle: Oracle Receives Gold From EcoVadis Corporate Social Responsibility Assessment. June 25, 2019, <https://blogs.oracle.com/sustainability/oracle-receives-gold-from-ecovadis-corporate-social-responsibility-assessment>.
- 125 NAM: Manufacturing Leadership Awards Program Honors 2019 Top Industry Innovators, <https://www.nam.org/manufacturing-leadership-awards-program-honors-2019-top-industry-innovators-5190/>.
- 126 Oracle: A More Sustainable Computing Platform in the Cloud, <https://www.oracle.com/corporate/citizenship/sustainability/clean-cloud.html>.
- 127 Microsoft: Beyond carbon neutral. Expanding beyond our carbon neutral operations to accelerate global and local good. Cf. Microsoft: Beyond carbon neutral. 2016, <http://aka.ms/beyond>.
- 128 Brad Smith: Microsoft will be carbon negative by 2030, in: Official Microsoft Blog. January 16, 2020, <https://blogs.microsoft.com/blog/2020/01/16/microsoft-will-be-carbon-negative-by-2030/>.
- 129 Brad Smith: Microsoft commits to achieve 'zero waste' goals by 2030, in: Official Microsoft Blog. August 4, 2020, <https://blogs.microsoft.com/blog/2020/08/04/microsoft-direct-operations-products-and-packaging-to-be-zero-waste-by-2030/>.
- 130 For this and other areas in which Microsoft reports on its environmental performance, visit: Microsoft: Sustainability, <https://www.microsoft.com/en-us/environment>.
- 131 Microsoft: Awards and recognition, <https://www.microsoft.com/en-us/corporate-responsibility/recognition>.
- 132 CHG-MERIDIAN: Corporate Report 2019, [https://www.chg-meridian.com/dam/jcr:542911c1-cb3e-41a6-8f52-f4e0a83922a6/CHG-MERIDIAN\\_Corporate%20Report\\_2019%20\(2\).pdf](https://www.chg-meridian.com/dam/jcr:542911c1-cb3e-41a6-8f52-f4e0a83922a6/CHG-MERIDIAN_Corporate%20Report_2019%20(2).pdf); CHG-MERIDIAN: A New Life For IT Equipment Thanks to Close the Gap and Worldloop, [https://www.chg-meridian.se/sv/explore-chg/excellence-stories/excellence\\_story\\_close\\_the\\_gap.html](https://www.chg-meridian.se/sv/explore-chg/excellence-stories/excellence_story_close_the_gap.html).
- 133 Flashbay, <https://www.flashbay.co.uk/>.
- 134 Flashbay: Environment, <https://www.flashbay.co.uk/about/environment>.
- 135 Green Promotion, <https://www.greenpromotion.de/>.
- 136 Green Promotion: Die Idee Green Promotion, <https://www.greenpromotion.de/top-navigation/ueber-uns/> (German website).
- 137 memo, <https://www.memoworld.de/>.



- 138 memo: Firmenportrait memo AG. February 2020, [https://www.memoworld.de/PDF/Presse/Firmenportrait\\_memoAG.pdf](https://www.memoworld.de/PDF/Presse/Firmenportrait_memoAG.pdf) (German website).
- 139 memo: Verantwortliches Handeln der memo AG. February 2020, [https://www.memoworld.de/PDF/Presse/Verantwortung\\_memoAG.pdf](https://www.memoworld.de/PDF/Presse/Verantwortung_memoAG.pdf) (German website).
- 140 memo: Für maximale Transparenz und eine offene Kommunikation, <https://www.memoworld.de/verantwortung/memo-nachhaltigkeitsbericht/> (German website).
- 141 Fraunhofer IPA: Expertenforum Global Environmental Compliance, <https://www.ipa.fraunhofer.de/de/Kompetenzen/nachhaltige-produktion-und-qualitaet/schadstoffmanagement/expertenforum-global-environmental-compliance.html> (German website).
- 142 IHK Reutlingen: IHK-Netzwerk Nachhaltigkeit, <https://www.reutlingen.ihk.de/netzwerke/netzwerke-f-n/nachhaltigkeit/> (German website). For further details, please refer to the chapter on SDG 17 (p. 20).
- 143 VNU, <https://www.vnu-ev.de/en/>. For further details, please refer to the chapter on SDG 17 (p. 20).
- 144 FSLCI, <https://fslci.org/>. For further details, please refer to the chapter on SDG 17 (p. 20).
- 145 iPoint-systems: Global Climate Strike September 20, 2019, <https://www.ipoint-systems.com/newsroom/news-detail/global-climate-strike-september-20-2019/>.
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- 148 <https://twitter.com/iPointWorld/status/1253707133297795073>.
- 149 E.g., International Day of Forests, <https://www.facebook.com/iPointWorld/photos/a.255816197870586/2739857266133121/?type=3&theater>; World Water Day, <https://www.instagram.com/p/B-B1Y1UDPdC/>; Earth Day, <https://www.facebook.com/iPointWorld/photos/a.255816197870586/2816437511808429/?type=3&theater>; International Plastic Bag Free Day <https://www.instagram.com/p/CCLek5AnsF3/>.
- 150 Good Life Goals, <https://www.goodlifegoals.org/>.
- 151 iPoint-systems: The Good life Goals, <https://www.ipoint-systems.com/newsroom/news-detail/the-good-life-goals/>.
- 152 ClimatePartner, [www.climatepartner.com](http://www.climatepartner.com).
- 153 Each print product is labeled with a special ID number so the offset can be traced in a transparent manner. Cf. ClimatePartner: Offset Projects, <https://www.climatepartner.com/en/climatepartner/offset-projects>.
- 154 These criteria comprise: (1) REACH-compliant, (2) RoHS-compliant, (3) No plastics, (4) A keeper (non-disposable), (5) Biodegradable, (6) Not too big (simple transport), (7) No expiration date, and (8) In line with our brand.
- 155 The Sprout®PENCIL is made from FSC® certified or PEFC wood and contains non-GMO seeds. Cf. Sprout: Sustainability values, <https://sproutworld.com/about-sprout/downloadables/#sustainability>.
- 156 The ballpoint pen PIMP with FSC® certified beech wood comes from exemplary forestry. Cf. Green Promotion: Holz-Kugelschreiber PIMP (FSC®), [https://www.greenpromotion.de/10008\\_holz-kugelschreiber-pimp.php](https://www.greenpromotion.de/10008_holz-kugelschreiber-pimp.php) (German website).
- 157 These RoHS-compliant products consist of FSC®-certified maple wood; where plastic was used for internal, non-visible components, it was made from 100% recycled material. Cf. Flashbay: Flash Drives. Nature, <https://www.flashbay.co.uk/usb-sticks/nature>; Flashbay: Power Banks. Maple, <https://www.flashbay.co.uk/power-banks/maple>.
- 158 These plants come in a wooden cube which is filled with a special cultivation granulate and a biological long-term fertilizer; it is made of alder and consists of 100% compostable materials. Cf. Feel Green, <https://www.feel-green.eu>.
- 159 These water bottles are at the center of an ongoing social media campaign, which involves iPoint employees sharing pictures of their bottle during their travels and holidays. Cf. Dopper, <https://dopper.com/usa/>.



- 160 Plant for the Planet, <https://www.plant-for-the-planet.org/en/home>.
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- 163 iPoint-systems: iPoint takes over industry leader in life cycle assessment and material flow cost accounting, January 25, 2018, <https://www.ipoint-systems.com/newsroom/news-detail/ipoint-takes-over-industry-leader-in-life-cycle-assessment-and-material-flow-cost-accounting/>.
- 164 Ibid.
- 165 For further details, please refer to the SDG chapter on R&D projects (pp. 21-23).
- 166 For further details, please refer to the SDG chapter on R&D projects (pp. 21-23).
- 167 For further details, please refer to the chapter on SDG 17 (p. 20).
- 168 For further details, please refer to the SDG chapter on R&D projects (pp. 21-23).
- 169 For further details, please refer to the chapter on SDG 17 (p. 20).
- 170 For further details, please refer to the SDG chapter on R&D projects (pp. 21-23).
- 171 For further details, please refer to the chapter on SDG 17 (p. 20).
- 172 For further details, please refer to the SDG chapter on R&D projects (pp. 21-23).
- 173 For further details, please refer to the chapter on SDG 17 (p. 20).
- 174 With the internal audit requirements of ISO 9001:2015 clause 9.2 top management is required to establish an independent audit committee and has responsibility for the outcome of the audit. The standard requires respect for auditor independence and prohibits executive management from improper influence of an auditor. ISO 9001: 2015 clauses 5.1, 9.1 and 9.3 assign responsibility of process controls to top management. They are required to assess whether internal controls are effective, certify compliance to the organization's quality manual, and be accountable for conformance to its quality management system.
- 175 UN Global Compact: Anti-Corruption Call to Action, <https://www.unglobalcompact.org/take-action/action/anti-corruption-call-to-action>.
- 176 Cf. iPoint-systems: CSR Reporting Under EU Law Is Highest for Gender and Lowest for Human Rights Matters, Study Reveals (press release). May 9, 2019, [https://www.csrwire.com/press\\_releases/41945-CSR-Reporting-Under-EU-Law-Is-Highest-for-Gender-and-Lowest-for-Human-Rights-Matters-Study-Reveals](https://www.csrwire.com/press_releases/41945-CSR-Reporting-Under-EU-Law-Is-Highest-for-Gender-and-Lowest-for-Human-Rights-Matters-Study-Reveals); iPoint-systems: CSR-Berichterstattung in Österreich am wenigsten transparent bei Menschenrechtsfragen, enthüllt neue Studie (CSR reporting in Austria least transparent on human rights issues, new study reveals) (press release). October 1, 2019, [https://www.ots.at/presseaussendung/OTS\\_20191001\\_OTS0052/csr-berichterstattung-in-oesterreich-am-wenigsten-transparent-bei-menschenrechtsfragen-enthuehlt-neue-studie](https://www.ots.at/presseaussendung/OTS_20191001_OTS0052/csr-berichterstattung-in-oesterreich-am-wenigsten-transparent-bei-menschenrechtsfragen-enthuehlt-neue-studie); iPoint-systems: Corporate Non-Financial Reporting in Europe. The case of Germany, Sweden and Austria, <https://www.ipoint-systems.com/de/nfrd-report-2018/>.
- 177 Qualitrain, <https://qualitrain.net/> (German website).
- 178 JobRad, <https://www.jobrad.org/> (German website).
- 179 corporate benefits, <https://www.corporate-benefits.de/> (German website).
- 180 Statements including words such as “believe”, “expect”, “anticipate”, “plan”, “intend”, “will”, “should”, “could”, “would”, “may”, “strategy”, “potential”, “opportunity,” and similar expressions are forward-looking statements.



# Abbreviations



<b>AIAG</b>	Automotive Industry Action Group	<b>EMAS</b>	Eco-Management and Audit Scheme	<b>LCA</b>	Life Cycle Assessment
<b>ASM</b>	Artisanal and Small-scale Mining	<b>EMS</b>	Environmental Management System	<b>MFCA</b>	Material Flow Cost Accounting
<b>BMBF</b>	Bundesministerium für Bildung und Forschung (German Federal Ministry of Education and Research)	<b>EPD</b>	Environmental Product Declaration	<b>OECD</b>	Organisation for Economic Co-operation and Development
<b>B2B</b>	Business-to-Business	<b>EPRM</b>	European Partnership for Responsible Minerals	<b>PEFC</b>	Programme for the Endorsement of Forest Certification
<b>CAHRA</b>	Conflict-affected and High-risk Area	<b>FSC</b>	Forest Stewardship Council	<b>PET</b>	Polyethylene terephthalate
<b>CDP</b>	Carbon Disclosure Project	<b>FSLCI</b>	Forum for Sustainability through Life Cycle Innovation	<b>REACH</b>	Registration, Evaluation, Authorisation and Restriction of Chemicals (EU)
<b>CEO</b>	Chief Executive Officer	<b>GDPR</b>	General Data Protection Regulation	<b>RLI</b>	Responsible Labor Initiative
<b>CI-SCP</b>	Consumer Information Programme for Sustainable Consumption and Production for Sustainable Consumption and Production	<b>GHG</b>	Greenhouse Gas	<b>RMI</b>	Responsible Minerals Initiative [formerly known as the Conflict-Free Sourcing Initiative (CFSI)]
<b>CMRT</b>	Conflict Minerals Reporting Template	<b>GOTS</b>	Global Organic Textile Standard	<b>RoHS</b>	Restriction of Hazardous Substances (EU)
<b>CoP</b>	Communication on Progress	<b>IEC</b>	International Electrotechnical Commission	<b>SAI</b>	Social Accountability International
<b>CRT</b>	Cobalt Reporting Template	<b>IGF</b>	INTERGOVERNMENTAL FORUM on Mining, Minerals, Metals and Sustainable Development	<b>SCIP</b>	Substances of Concern In articles as such or in complex objects (Products)
<b>CO<sub>2</sub></b>	Carbon Dioxide	<b>IISD</b>	International Institute for Sustainable Development	<b>SDG</b>	Sustainable Development Goal
<b>CSR</b>	Corporate Social Responsibility	<b>IHK</b>	Industrie- und Handelskammer (German Chamber of Industry and Commerce)	<b>SEI</b>	Stockholm Environment Institute
<b>DGCN</b>	Deutsches Global Compact Netzwerk (German Global Compact Network)	<b>ILO</b>	International Labour Organization	<b>SLE</b>	Sustainable Lifestyles and Education
<b>DHBW</b>	Duale Hochschule Baden-Württemberg (Baden- Wuerttemberg Cooperative State University)	<b>INATBA</b>	International Association of Trusted Blockchain Applications	<b>SME</b>	Small and medium-sized enterprise
<b>DHS</b>	Department of Homeland Security	<b>IPC</b>	Institute of Printed Circuits – Association Connecting Electronics Industries	<b>SoR</b>	Smelter or Refiner
<b>DLT</b>	Distributed Ledger Technology	<b>IPCC</b>	Intergovernmental Panel on Climate Change	<b>TIC</b>	Tantalum-Niobium International Study Center
<b>EASP</b>	European Association of Sustainability Professionals	<b>iPCMP</b>	iPoint Conflict Minerals Platform	<b>UN</b>	United Nations
<b>EHS</b>	Environment, Health & Safety	<b>ISO</b>	International Organization for Standardization	<b>UNGC</b>	United Nations Global Compact
<b>eLRT</b>	electronic Labor Rights Template	<b>ITI</b>	Information Technology Industry Council	<b>UNICEF</b>	United Nations Children's Fund
<b>ELV</b>	End of Life Vehicles Directive (EU)	<b>JEITA</b>	Japan Electronics and Information Technology Industries Association	<b>VNU</b>	Verband für Nachhaltigkeits- und Umweltmanagement e.V. (Association for European Sustainability and Eco-Management Professionals)
				<b>WEEE</b>	Waste of Electrical and Electronic Equipment



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Feedback from our stakeholders improves further development of our reporting. We welcome and look forward to your suggestions and ideas.

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COMMUNICATION ON  
PROGRESS

This is our **Communication on Progress** in implementing the principles of the **United Nations Global Compact** and supporting broader UN goals.

We welcome feedback on its contents.