

# CORPORATE SOCIAL RESPONSIBILITY (CSR) STATEMENT

### **FOREWORD**

Corporate Social Responsibility (CSR) at UEBERKOPF: A commitment to a better future.

We understand our corporate responsibility for people, the environment, and society to mean the indispensable commitment to act sustainably and responsibly across all areas of the company.

Our CSR statement serves as a guide and commitment to the values that guide us, the goals we pursue, and the actions we take to make a positive contribution. As a professional service provider to the events industry, we recognise that our decisions impact not only our clients and employees, but also the communities we operate in.

Our corporate value statement 'Sustainability' states:

We do not measure success by short-term success, but by the social, ecological and economic substance of what we create. To this end, it is important for us to continuously and responsibly address the effects of our actions'

This is what we stand for, and it is important to us to continuously address the manifold effects of our business actions and to assume responsibility at all levels. We are aware that this is an ongoing and evolutionary process that requires constant monitoring and optimisation and is never completely finished.

We are not only committed to complying with all applicable laws and standards, but always strive to exceed these expectations. Our commitment to promoting international, European, and national sustainability and environmental protection targets is exemplified by our commitment to the UN Global Compact.

The Basic Law, the UN Charter of Human Rights, the Sustainable Development Goals (SDGs) and the German sustainability code for the events industry, 'fairpflichtet', serve as further guidelines.

Safe working conditions and fair business practices are an integral part of our corporate culture, and our certified environmental management system (EMS)in accordance with DIN ISO 14001 already helps us to contribute to the conservation of resources and the improvement of climate protection.

In this CSR Statement, we seek to give you a transparent and comprehensive insight into our sustainability strategy.

Its contents provide clear guidelines for our business practices and we require that all stakeholders consider these guidelines in their work.

If you have any questions or suggestions regarding this CSR statement, please do not hesitate to contact our Environmental Management and Sustainability Officer at nachhaltigkeit@ueberkopf.de.

Hamburg, 11 May 2023

Management -

Michael Steuber - Management –

#### **ENVIRONMENT**

The events industry is a dynamic and vibrant business sector that inspires millions of people worldwide every year. But every event is also associated with ecological impacts. Our recognition of the pressing environmental and resource protection issues has led us to implement an environmental management system according to DIN ISO 14001. This system allows for continuous monitoring and improvement of our ecological processes.

We also have a cross-site and cross-departmental sustainability team and an environmental management and sustainability officer. To further emphasise the importance of sustainability for our company internally, the Environmental Management and Sustainability Department was established. This department works directly with the Executive Board and other management levels and offers decisive support in the introduction and implementation of sustainable measures.

Our actions are based on the following principles:

- Compliance with all applicable environmental laws, regulations and standards
- Avoidance of environmental pollution and waste
- Constantly improving our resource efficiency
- Continuous improvement of our energy efficiency and that of our products used
- · Continuous improvement of our environmental management
- · Training of employees on environmental awareness and resource-conserving behaviour
- Observing the environmentally conscious actions of our suppliers and subcontractors
- · Advising clients on the environmentally friendly use of event technology

These principles are the foundation of our ecological measures and goals.

To achieve our goals, we are constantly working to optimise our processes and increase the useful life of the items we use so as to improve both energy and resource efficiency. To this end, we are reviewing which of our processes can be digitised or automated and setting high standards for material maintenance and stock receipt and issue control.

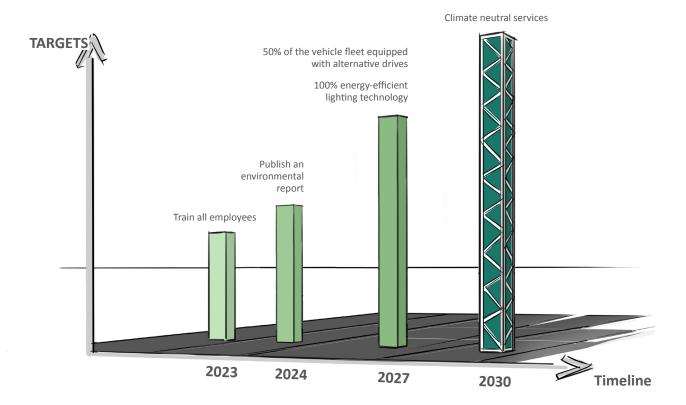
In cooperation with an environmental consultancy, we determine our carbon footprint annually to monitor the effectiveness of the measures we have defined.

In dealing with our equipment and materials, we are guided by the principle of circularity. For this purpose, our Materials Management department has defined internal processes for handling items at the various stages of their lifecycle so as to avoid discarding articles, enable a reuse functional parts from discarded articles, and recycling all discarded items. We work with a local waste management company for a professional recycling of materials.



# Our environmental targets by 2030

- Sensitisation and training of all employees on environmental awareness and resource-conserving behaviour by the end of 2023
- Publish a voluntary environmental report starting in 2024
- Convert 50% of our vehicle fleet to alternative drives by 2027
- Convert 100% of our lighting product portfolio to energy-efficient alternatives by 2027
- Climate-neutral services by 2030





## **EMPLOYEES**

The well-being of our employees is important to us. Companies today are no longer just places of commerce and business; they are places where people develop, where they meet and interact, and where they work together to shape their own working environment and a better future.

Our main responsibility is to the people who make up our company: Our employees. We recognise and respect the equal and inalienable rights of all people as set out in Germany's Grundgesetz (Basic Law) and by the United Nations.

Our working atmosphere is characterised by a flat hierarchy in which teamwork and open exchange are encouraged. Thanks to our company-wide social intranet, this exchange can take place at any time and from anywhere. We have also implemented a communications concept to promote, improve and facilitate communication between different locations and teams.

We know that our employees' well-being extends beyond the workplace. We therefore offer flexible working hours, remote working and work-from-home options so that everyone can find the right balance between family and career. Our benefits, such as job bicycles, [offers for employee via] corporate benefits, etc., are a sign of our appreciation of our employees and commitment to their well-being.

The future of our industry lies in the hands of the next generation. This is why we attach great importance to highquality vocational training. We train specialists in various fields and volunteer our time on the examination committees of the chambers of commerce. We are committed to the code for training companies drawn up by 100PRO, the event industry's training initiative.

However, we don't feel that training ends with an apprenticeship. In a dynamic and constantly changing industry, we want our employees to be able to keep up with current developments. For this reason, we invest in upskilling for our employees – be it through mandatory qualifications or through individual further training measures that help them achieve their personal and professional goals.

We know that our employees are the most important element for sustainable success! Therefore, creating positive value within our company is of central importance. We want to create a working environment in which we can grow together and achieve sustainable success.



#### **DIVERSITY AND EQUAL OPPORTUNITY**

Our company philosophy of equal treatment is a daily practice and a matter of course. We have enshrined our code of conduct describing ethical principles and behaviour in our Compliance Policy. This is reflected both internally and in external communication.

We are sustainably committed to a working environment that is characterised by respect, recognition and appreciation for every individual, regardless of their gender, age, origin, religion, world view, physical constitution, or sexual identity.

**UEBERKOPF** stands for equal opportunity!

Our commitment to diversity and inclusion is reflected in our structures and processes, but above all in the daily cooperation and interaction of all employees. The management positions in our company are almost equally occupied by women and men. We are committed to ensuring that women are represented in traditionally male-dominated professions as well. We open up opportunities equally to all qualified candidates, regardless of gender, age, or other external characteristics, and promote their development in all areas of the company. Genderindependent, fair, and transparent remuneration and access to company benefits are a matter of course for us.

We actively oppose discrimination of any kind and advocate equal coexistence as well as freedom of thought, conscience and assembly. Our policies and instructions support this commitment and ensure that our values are put into practice. Every employee is briefed on our values before they start work.

Bullying, exclusion and arbitrary interference in private lives have no place in our organisation. We ensure that such incidents are dealt with appropriately.

We advocate and promote open and direct communication. For this purpose, we have set up a social intranet that offers a variety of possibilities for communication and information.

In order to be able to better tackle any grievances, we have appointed an Equal opportunity Officer and created a way to report grievances, anonymously if so desired, directly to the management via the social intranet.

#### SAFETY & OCCUPATIONAL HEALTH

It is important to us that all people who consciously or unconsciously come into contact with us or our work are safe and are not exposed to any risk of injury. We already established a separate Occupational Health & Safety department and appointed an Occupational Health & Safety Officer back in 2019.

We have implemented control mechanisms and preventive measures for all areas of work that go far beyond the legally mandated levels and that protect both our employees and our customers and other stakeholders from risks and dangers.

Risk assessments have been conducted with the involvement of occupational safety experts to identify potential hazards and minimise workplace hazards. We invest in regular in-house and external training of our employees to promote awareness of safety practices and create a culture of prevention.

It is a central concern of ours to constantly increase our occupational safety standards and adapt them to a dynamic working environment. Regular health and safety committees, consultations with department and team leaders as well as evaluations of occupational accidents enable us to identify weak points and implement further measures as needed.

In 2023, a far-reaching digital HSE system (Health, Safety & Environment) was introduced. This system ensures that every employee has received all the necessary instructions, information and examinations for their area of work. In addition, it supports the creation and further development of risk assessments and operating instructions as well as the scheduling of preventive medical check-ups and necessary safety training.

Our occupational health and safety management system is currently undergoing DIN ISO 45001 certification, and expects to successfully complete the process by the end of 2023.

In order not to put anyone else at risk either, we have introduced a quality management system that stipulates the regular inspection and documentation of our execution quality for every project. Here, too, our quality standards in implementation go far beyond the legally required level. Proof of this is our certification by the German Testing Centre for Event Technology (DPVT), which checks all processes and production procedures, compliance with applicable standards, and occupational health and safety in an elaborate audit.



# **SOCIETY**

The involvement and development of the community outside our company is an important concern for us and our employees. For this reason, we support a large number of associations and initiatives in community projects. Our involvement ranges from community projects at the individual locations to national and international projects.

We try to offer our support at different levels and in a variety of ways. Besides in-kind and monetary donations, we have also been able to provide our labour, expertise, or equipment in the past.

In recent years, for example, we have supported or implemented the following projects:

- Donated a jungle gym to the Kleines Kinderschutzhaus Elmshorn
- Organised the Kiel Women's Shelter summer party
- Distributed Christmas packages consisting of a sleeping bag, sleeping pad, and other small gifts to homeless people in Hamburg
- Distributed Advent calendars to various women's shelters in Hamburg and Schleswig-Holstein
- In-kind and food donations for Ukraine incl. transport to the border
- Donated a climbing ladder and gymnastics equipment for the Bonames children's and youth centre
- Donated truss material for the construction of emergency shelters for animals

We also regularly run fundraising campaigns for World Children's Day or Christmas with our employees.

New projects are regularly proposed by the sustainability team or individual employees and jointly implemented.

In 2013, the initiative 'Der-Freundeskreis' (Circle of Friends) (www.der-freundeskreis.org) was founded by one of our managing directors, as a way to join forces with other companies to support underserved children.

#### **BUSINESS RELATIONS**

Since our founding in 2000, we have strived to not only offer first-class services in the field of event technology, but also to uphold high moral and ethical standards. A spirit of partnership between equals, characterised by mutual respect, integrity and an ongoing enthusiasm for innovation, is the cornerstone of our actions.

The basic principles set out below are intended to serve as a guideline in our daily work. They manifest the values we hold dear and the expectations we have of ourselves as well as our business partners. It is important to us to build and maintain solid relationships of trust and transparency with our partners through these principles.

Our basic principles are:

## Compliance with all applicable laws

It is a top priority for us to ensure that all activities and decisions are in full compliance with applicable laws

#### Refraining from corruption

We are committed to a clean and fair business environment. This includes the explicit renunciation of any form of corruption or bribery

## Respect for human rights

As a company, we reaffirm our commitment to universal human rights and work to ensure that they are respected at every stage of our business activities

## Compliance with laws against child labour

We take a firm stance against child labour and are committed to strictly complying with all legal requirements in this regard

# Observance of the laws of international commerce

In all our international business activities, we comply with all applicable legal norms and standards

#### Protection of the health and safety of all employees

Each of our employees has the right to a safe and healthy working environment. Therefore, we do everything we can to ensure the best working conditions

# Compliance with national laws and international standards relating to occupational safety, environmental protection, and data protection (privacy)

We are committed to complying with applicable laws and standards at all times to ensure the protection of our employees as well as our environment and data

## Compliance with these principles in our own supply chain

We expect our suppliers and partners to likewise take these principles to heart. In this way, we wish to ensure that ethical and legal standards are adhered to along the entire value chain

Through these principles, we underline our commitment to responsible and ethical business practices. We look forward to working with our business partners to make a positive contribution to a fairer and more sustainable business world.