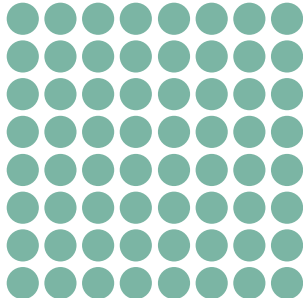
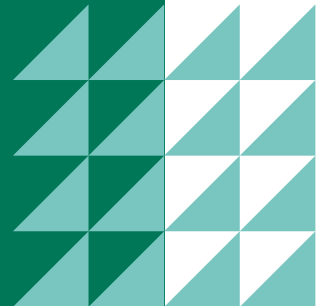


Sustainability Report

IGEPA Polska Sp. z o.o.

2024





About this report

Welcome to the IGEPA Sustainability Report. As one of Europe's leading specialist wholesale groups for paper, advertising technology, and packaging, we are committed to our corporate responsibility and consistently align our actions towards ecological, social, and economic measures. In this report, we provide an insight into our understanding of sustainability, our strategically anchored fields of action, the progress we made, and the goals we achieved in 2024.

The management teams at IGEPA group are responsible for steering and monitoring sustainability, risks, and opportunities. Decisions on economic, ecological, and social issues are made at top level and – depending on the structure – coordinated with shareholders and the relevant committees. Sustainability and ESG aspects* are a firm component of corporate leadership and are regularly discussed at management meetings in an effort to steer goals, measures, and progress in a transparent manner.

As a member of the UN Global Compact, we follow its ten principles and our reporting is based on the European Sustainability Reporting Standards (ESRS) for the period 1 January to 31 December 2024. The basis is formed by consolidated data from our European trading companies in Germany, Austria, Belgium, Luxembourg, the Netherlands, Czechia, Poland, Hungary, Sweden, Norway, Finland, and Denmark.

This report was reviewed and approved by the management of IGEPA group and the management of the affiliated trading companies. This also reveals a clear development: from an initial collation of data in 2021 for Germany through to a group-wide, even more targeted and standardised sustainability report as of 2024.

We look forward to dialogue and feedback directed to
↪ nachhaltigkeit@igepagroup.com



***ESG stands for “Environment – Social – Governance” and describes three key areas of sustainability against which companies worldwide are measured:**

- Environment (E) – climate protection, CO₂ reduction, logistics, and environmental certificates
- Social (S) – human rights, working standards, health and safety, and qualification
- Governance (G) – corporate leadership, compliance, and prevention of corruption

More detailed information on our sustainability activities can be found at
↪ www.igepa.de/nachhaltigkeit



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“For us, sustainability is not a mere appendage, but part of our identity.”

Foreword



DEAR READERS,

2024 was a year marked by further development for IGEP A group – characterised by global challenges, growing responsibility, and ambitious standards. Despite economic uncertainties and geopolitical tension, we have decisively forged ahead with our sustainable course.

The focus in 2024 was on implementing the European Sustainability Reporting Standards (ESRS), which represented a particular challenge due to their high methodological demands and the requisite depth of data. We acknowledge that these requirements have since been watered down politically. But we are changing nothing in terms of our objectives: We report transparently, thoroughly and beyond regulatory minimum standards in accordance with the ESRS.

The expansion of the reporting group and our work on internal processes and approaches to sustainable procurement clearly demonstrate this: at IGEP A group, sustainability is not a mere appendage, but part of our identity.

We would like to thank everyone who has accompanied us on this path – displaying commitment, a readiness for dialogue, and an awareness of responsibility.

Sincerely,

Amir Bešić
Gunnar Fecken
Bernd Reckmann

IGEP A group GmbH & Co. KG



3,300
employees

Efficient logistics
processes



486 trucks

Expert advice

386,000 m²
storage space

Personal
support



445,000
pallet storage spaces

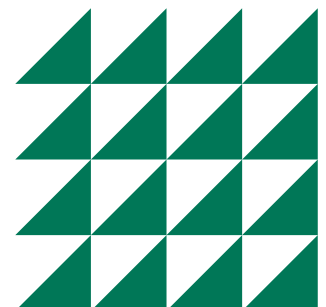


Since 1960

More than
80,000
customers

1.9
billion EUR
turnover

These figures relate to all IGEPA group trading companies,
not just the reporting organisations.



Our range of services

The companies in IGEPA group operate as wholesalers, offering products and services in the areas of paper, print, office, packaging, and visual communication. Our business model is based on procurement, storage, logistics, and distribution.

We operate in the B2B sector and supply industrial customers, printing companies, specialist retailers, advertising technicians, printing service providers, and screen printing companies. Value creation arises by combining a wide range of products with efficient logistics, customer-oriented consulting, sustainable initiatives, and digital transformation. This enables us to create tailored, sustainable solutions while simultaneously safeguarding operational efficiency. Our products are primarily sourced from European suppliers.

Our strategy pursues sustainable value creation with a focus on three ESG areas:

- **Ecology:** climate protection, emissions reduction, sustainable procurement, and conservation of resources
- **Social issues:** fair working conditions, variety, and dialogue with stakeholders
- **Governance:** transparent management, compliance, and risk management

Our business model is characterised by various external and internal factors.

These include, in particular:

- **Regulatory requirements:** Requirements as outlined in the Corporate Sustainability Reporting Directive (CSRD) and the obligations of the German Supply Chain Due Diligence Act (LkSG) define the framework for our ESG reporting and sustainability management.
- **Market changes:** The demand for sustainable and certified products is steadily on the rise. We react to this with an extended range, clear procurement standards, and transparent communication along the value-added chain.
- **Climate risks:** Physical and transitory risks have an impact on supply chains and logistics processes. We face them with active risk management and close collaboration with external partners.

These developments have a considerable influence on our strategic alignment. The goal over the long term is to combine economic success with positive ecological and social impacts and sustainably strengthen the resilience of IGEPA group.



IGEPA group at a glance

IGEPA group was established in 1960 and today it is one of the leading **specialist wholesale groups for paper and printing accessories, advertising technology, and packaging in Europe**. With one of the most comprehensive ranges in the sector, we support more than 80,000 customers in industry, trade, and business – reliably, responsibly, and in a solution-oriented manner.

Our group of companies **is currently active in 23 countries, with 79 locations and a strong network** of independently managed companies with a joint strategic alignment. The sustainable development of our group is based on around 3,300 employees at home and abroad, state-of-the-art logistics structures, and a growing international alliance.

This Sustainability Report comprises the consolidated data of all reporting companies in Europe (see next page) and illustrates their **contribution to environmental, social and governance issues**. Our integrated reporting ensures that progress is measurable and documented comparably across national borders. By doing so, we make sustainability visible – as a firm component of our corporate development.

PERFORMANCE DATA ON THE REPORTING ORGANISATIONS:

EMPLOYEES:

2,617

TRUCKS:

362

TURNOVER:

approx. 1.6 billion EUR

STORAGE SPACE:

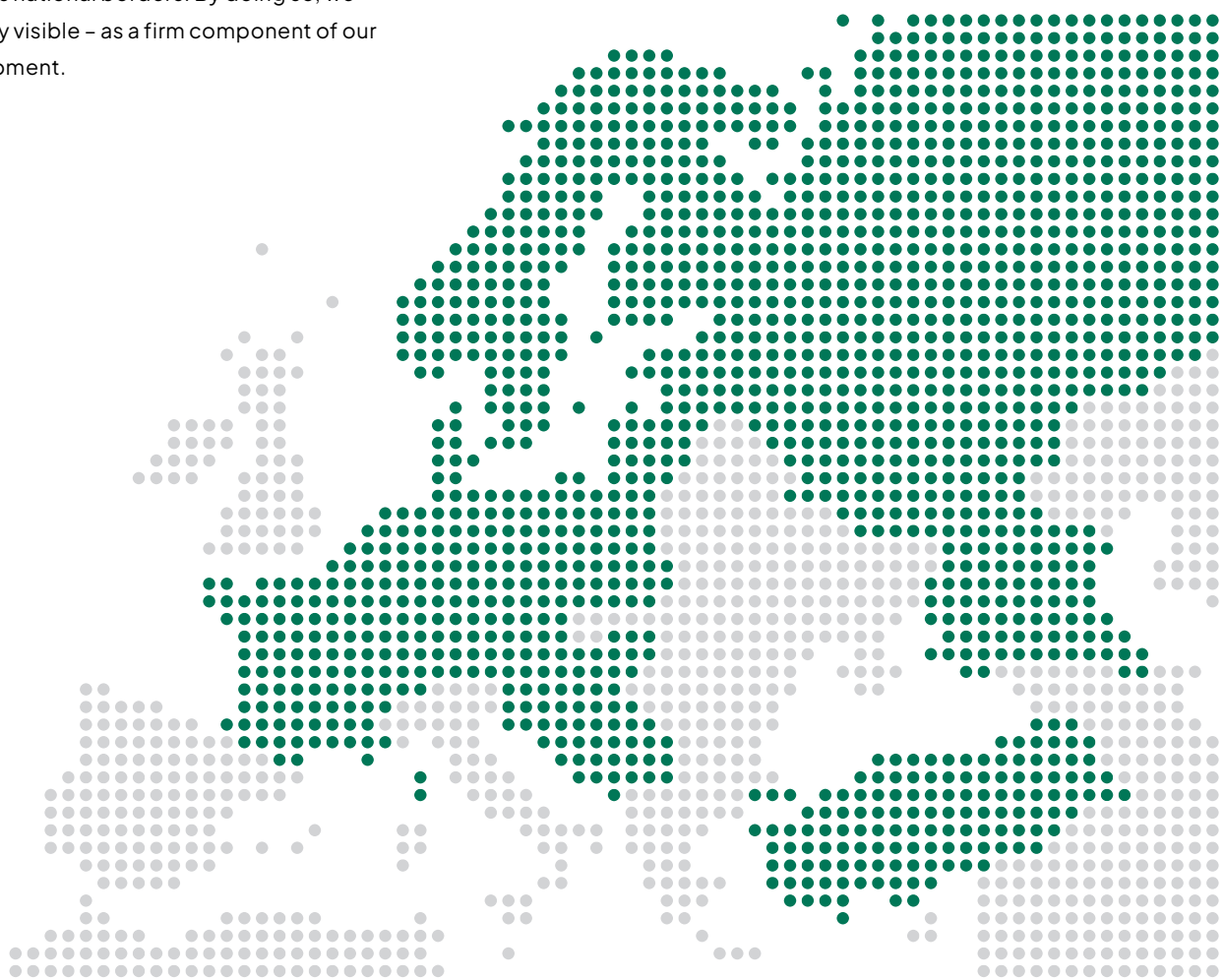
265,000 m²

CUSTOMERS:

approx. 60,000

PALLET STORAGE SPACES:

305,000



REPORTING ORGANISATIONS:

2023	2024 (= new in 2024)
IGEPA group GmbH & Co. KG	IGEPA group GmbH & Co. KG
IGEPA Großhandel GmbH & Co. KG	IGEPA Großhandel GmbH & Co. KG
packs GmbH	packs GmbH
	IGEPA group Beteiligungs- und Verwaltungs GmbH
	Lüerssen Grafische Vertriebs GmbH
	IGEPA CZ
IGEPA CZ s.r.o.	Igepa CZ s.r.o.
	Paper Back s.r.o.
IGEPA Polska Sp. z o.o.	IGEPA Polska Sp. z o.o.
IGEPA Austria GmbH	IGEPA Austria GmbH
	raumzeit.cc GmbH
IGEPA Hungária Kft.	IGEPA Hungária Kft.
Scandraft group	Scandraft group
Scandraft AB	Scandraft AB
Scandraft AS	Scandraft AS
	Rangefabriken AB
	Signcom Oy
	Signcom Denmark ApS
IGEPA Nederland B.V.	IGEPA Nederland B.V.
IGEPA Belux	IGEPA Belux
Belux nv	Belux nv
Belux s.à.r.l	Belux s.à.r.l
Freytag & Petersen GmbH & Co. KG	Freytag & Petersen GmbH & Co. KG
2H GmbH & Co. KG	2H GmbH & Co. KG
vph GmbH & Co. KG	vph GmbH & Co. KG
E. Michaelis & Co. Holding (GmbH & Co.) KG	E. Michaelis & Co. Holding (GmbH & Co.) KG
MiCo GmbH	MiCo GmbH
IPS Individual Packaging Solutions GmbH	Hansa GmbH & Co. KG
IPS Lamersdorf TTF	IPS Individual Packaging Solutions GmbH
	Verpackungswerk West GmbH
	IPS Lamersdorf TTF
Geiger GmbH & Co. KG	Geiger GmbH & Co. KG
Hansa GmbH & Co. KG	



IGEPA group's understanding of sustainability

DOUBLE MATERIALITY

In an effort to assume responsibility effectively, IGEPA group consistently aligns its sustainability management towards the expectations and requirements of its stakeholders. In preparation for future reporting requirements under the **Corporate Sustainability Reporting Directive (CSRD)**, we carried out an extensive stakeholder survey in 2024. The goal was to obtain a comprehensive understanding of the essential sustainability issues, human rights issues, and future expectations of IGEPA group.

The results of this survey were directly integrated into our **materiality analysis**, which serves as a key steering instrument of our sustainability strategy. On the basis of the method of **double materiality**, we evaluate sustainability issues from both a financial perspective ('Outside-in'), i.e. with regard to the potential risks and opportunities for our company – and in terms of our impacts on society and the environment ('Inside-out'). This helps us to ensure that our strategy reflects the actual priorities and we can concentrate resources in a targeted manner on the fields of action that are truly of importance.

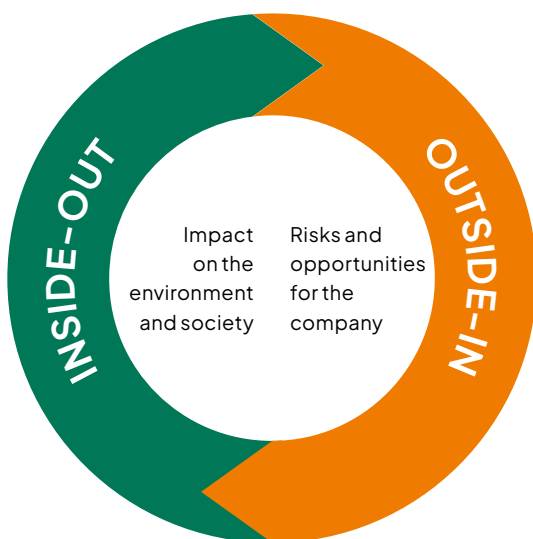
A total of **712 stakeholders** participated in the survey between 22 May 2024 and 07 July 2024 (response rate: 54.4%). The stakeholder groups identified include **employees, shareholders, customers, banks, suppliers, and associations**. Their feedback provided valuable input for refining the key topics of our sustainability work and targeting future measures.

➤ [Further information on the stakeholder survey on page 22/23 under the 'Governance' section.](#)

The results of the stakeholder dialogue also formed an important **basis for IGEPA group's policy statement on respect for human rights**. This way, we ensure that our corporate commitments not only meet international standards, but also take into account the views of our stakeholders.

➤ www.igepa.de/nachhaltigkeit/#compliance

As double materiality represents the core element of our sustainability strategy, we will emphasise even more strongly in future **the topics that are of particular relevance for IGEPA group and how we anchor them in our business processes**. This strengthens transparency, dialogue, and credibility in all of our interactions with all of our stakeholders.





“We are committed to the continuous expansion of alternative drive systems in passenger cars.”

SBM-3_01*

Topic standard		Impacts actual/negative	Impacts actual/positive	Impacts potential/negative	Impacts potential/positive
E1	Climate change	X	X	X	
E2	Environmental pollution	X			
E3	Circular economy	X	X		
S1	Workers in our own workforce	X	X	X	
S2	Workers in the value-added chain	X	X	X	
S4	Consumers and end users			X	X
G1	Governance	X	X	X	X

*SBM-3_01: SBM Strategy on Business Model, refers to the impacts the topic standard can have on the business model.

OUR ESSENTIAL FIELDS OF ACTION

IGEPA group has anchored numerous strategic measures in its leadership style in an effort to steer the effects of essential impact, risk, and opportunity factors (IROs) on business model, value-added chain, and decision processes and to align them in a future-oriented manner. These measures include:

- **E1 Climate change:** systematic recording of greenhouse gas emissions in accordance with the Greenhouse Gas (GHG) protocol and fixed goals to reduce Scope 1 and Scope 2 emissions. Due to the high administrative and economic requirements associated with introduction of the ESRS standards, no new group-wide goals were agreed in 2024. Once the 2024 entries have been completed, the IGEPA group and Sustainability Business Unit Team (BUT) will define new targets in their respective sub-areas.
- **E2 Environmental pollution:** early identification of environmental risks and measures to minimise environmental pollution, including optimised logistics processes.
- **E5 Circular economy:** promotion of the circular economy as a component of the range strategy; training courses and initiatives to reduce material consumption and waste increase resource efficiency.
- **S1 Workers in our own workforce:** commitment to high standards, adherence to the ILO core labour standards, as well as comprehensive health and safety measures. Training courses strengthen an awareness of variety and inclusion; child and forced labour are strictly renounced.

- **S2 Workers in the value-added chain:** implementation of stringent environmental and social standards for suppliers on the basis of the **IGEPA Supplier Code of Conduct (SCoC)**, supported by risk analyses and defined measures as well as specification of a **declaration of principles on human rights**.
- **S4 Consumers and end users:** safeguarding product quality and safety for the protection of consumers.
- **G1 Governance:** established, multi-level risk management as well as regular management and Board meetings to incorporate essential IROs into strategic planning.

SBM-3_02*

Topic standard		Risks	Opportunities
E1	Climate change	X	X
E5	Circular economy	X	X
S1	Workers in our own workforce	X	X
S4	Consumers and end users	X	X
G1	Governance	X	X

*SBM-3_02: SBM Strategy on Business Model, refers to the topic standard and the essential impacts (risks and opportunities) this can have on the business model.

Environment

CLIMATE PROTECTION

IGEPA group regards climate protection as a key field of action in its sustainability strategy. Based on the first complete greenhouse gas emissions survey (Scope 1–3) for the base year 2021 in Germany, reduction paths were defined in order to systematically reduce emissions. The focus here is particularly on the company's own vehicle fleet, where IGEPA is relying on a continuous switch-over to alternative energies for passenger vehicles, bundling transport, and expanding inter-modal logistics solutions. In addition, certified environmental products are being promoted – for example, by expanding the range of FSC, PEFC, and Blue Angel products. Furthermore, we are sensitising our employees in the form of training formats for climate-relevant topics along their work processes. For example, truck driver training courses on low-emission driving and optimised route planning are reducing fuel consumption in the truck fleet. However, the economic situation, which has unfortunately led to fewer trips being made overall, has also played a part in this.

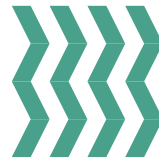
IGEPA group records its greenhouse gas emissions in accordance with the internationally recognised Greenhouse Gas (GHG) Protocol, which divides emissions into three so-called scopes.

SCOPE 1 comprises all direct emissions from our own sources, e.g. from the use of natural gas or company-owned vehicles (fuels).

SCOPE 2 comprises indirect emissions from bought-in energy (electricity and distant heat).

SCOPE 3 refers to all other indirect emissions along the value-added chain incurred by business and commuter travel.

In recent years, IGEPA group has been initiating numerous measures to reduce its **Scope 1 emissions**. Such measures include **software-supported vehicle fleet management**, targeted **driver training** for lower-emission driving styles, and an increased switch to alternative drives in passenger vehicles.



*CO₂ reduction,
energy consumption,
resources*

IGEPA group is also consistently relying on a more sustainable energy supply in the area of Scope 2 emissions. A significant reduction in emissions has already been achieved through the expansion of our own photovoltaic systems and the medium-term switch to green electricity with proof of origin.

CO₂ REDUCTION TARGET AND CURRENT STATUS

In 2023, the goal was specified within the framework of our sustainability strategy to reduce CO₂ emissions by 40% by 2030 compared to the base year. This goal was oriented towards the political framework conditions and international climate goals prevailing at the time. Considering current developments and changing political and economic framework conditions, it would appear to make sense to review this goal in 2025 and adapt it if necessary.

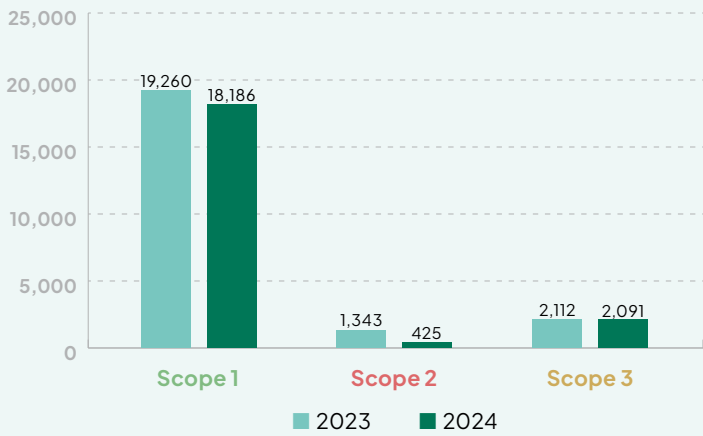
Progress made to date:

- **Germany:** In the base year 2021, emissions amounted to 19,189 tonnes CO₂e. The 40 % reduction goal for 2030 corresponds to 7,676 tonnes CO₂e. In 2024, emissions were 14,236 tonnes CO₂e – corresponding to a reduction of around 26% compared to the base year.
- **International:** In the base year 2023, emissions amounted to 6,168 tonnes CO₂e. The 40 % goal for 2030 corresponds to 2,467 tonnes CO₂e. The current status in 2024 is 6,466 tonnes CO₂e, i.e. there is still some considerable requirement for action here.

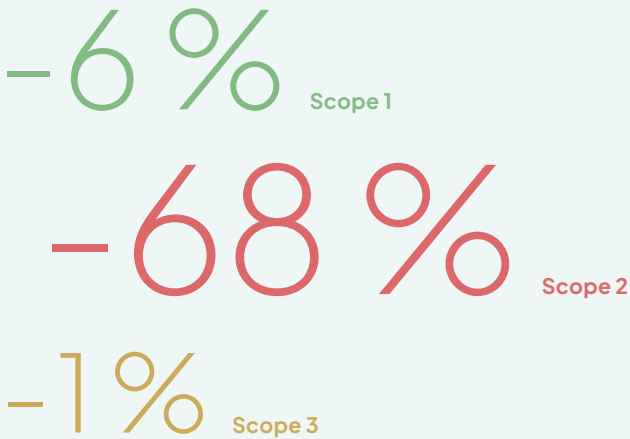
Overall, global emissions in 2024 amounted to 20,702 tonnes CO₂e as opposed to the target value of 15,214 tonnes CO₂e with the result that the current deviation accounts for +5,500 tonnes CO₂e.

We will therefore continue to intensify our emission reduction measures and, at the same time, reassess our targets and timeline in 2025 to ensure that our strategy remains realistic, ambitious, and in line with political developments.

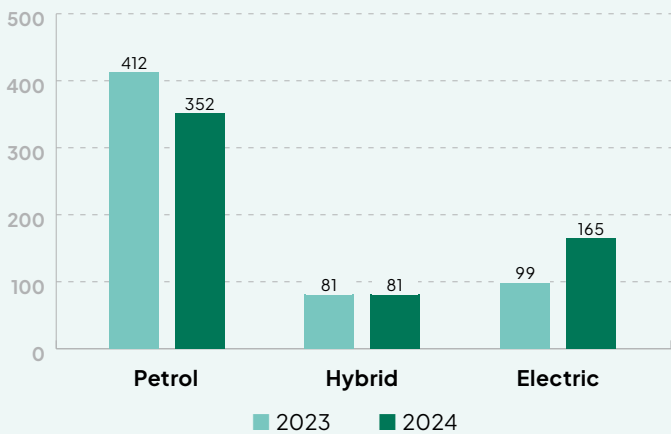
CO₂ emissions in tonnes CO₂e



► Through targeted measures for energy efficiency and an increased deployment of renewable energies, we were able to significantly reduce our CO₂ emissions: from 1,343 tonnes to 425 tonnes. This complies with a reduction of around 68%. Accordingly, we are making an important contribution towards achieving our climate goals.



Number of cars



CO₂ REDUCTION – IGEPA GROUP CARBON FOOTPRINT

In the 2024 reporting year, a total emissions volume of **20,702 tonnes CO₂e** was recorded for IGEPa group, of which 18,186 tonnes CO₂e were Scope 1, **425 tonnes CO₂e** Scope 2 (market-related), and **2,091 tonnes CO₂e** Scope 3. Some of these emissions were classified as biogenic, for example from biomass combustion, which is accounted for separately. The majority of emissions continue to be classified as Scope 1, which is attributable to the significant share of fuel consumption by the vehicle fleet.

CO₂ REDUCTION

Vehicle fleet – contributing to reducing emissions

An essential share of CO₂ emissions by IGEPa group is incurred by the vehicle fleet. In an effort to reduce these emissions in a sustainable manner, numerous measures have been implemented in recent years – from **software-supported vehicle fleet management** through driver training for lower-emission driving styles to a gradual changeover to alternative drives.

These initiatives are now clearly having an impact: diesel consumption could be **reduced by 5%** as planned by the end of 2024. The development in the area of the **passenger vehicle fleet** is particularly gratifying: with **246 vehicles (81 hybrid and 165 electric vehicles)**, **41% of the entire vehicle fleet (598 vehicles) now avails of an alternative drive technology**. This means that the goal of electrifying the vehicle fleet set out in the Sustainability Report 2023 has been fully achieved – an important milestone on the road to more climate-friendly mobility within IGEPa group. The number of trucks was also reduced slightly (-2.7%), while the proportion of electric vehicles rose by an impressive 66.7%. This development shows that continuous investment in alternative drive systems and efficiency measures is already resulting in noticeable progress in terms of our carbon footprint.



In 2024, 41% of the vehicle fleet comprised vehicles with alternative drives.

SCOPE 1 – IGEPA VEHICLE FLEET AND CO₂ FOOTPRINT

Companies with base year 2021

Since the base year 2021, IGEPA group has succeeded in reducing diesel consumption by trucks by 17.7 % in Germany, thereby considerably exceeding the original goal of a 5 % reduction by the end of 2024. This success is the result of targeted measures such as digital vehicle fleet management and regular driver training to improve efficiency, as well as current weak economic development.

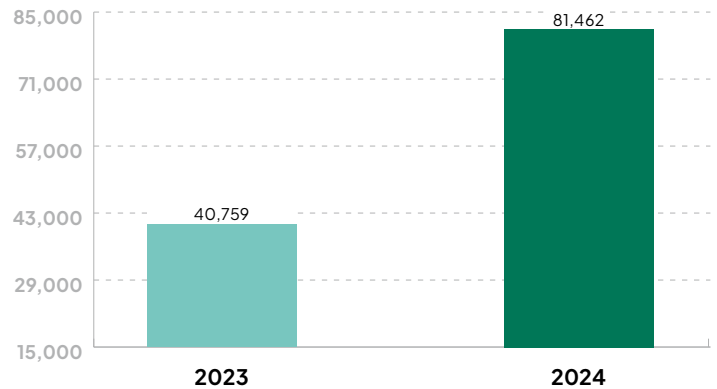
Companies with base year 2023

Positive developments can also be seen in the international units: if 2023 is applied as a common base year for all locations, there was a 2.6 % reduction in diesel consumption by trucks between 2023 and 2024. This illustrates that the measures introduced are also paying off outside Germany – although there still remains potential for additional improvements in efficiency in the years to come.

Electrification of the vehicle fleet

One particular focus is on changing the passenger vehicle fleet over to alternative drives. In 2024, the vehicle fleet comprised 598 passenger vehicles, of which 246 featured alternative drives – 81 hybrid and 165 electric vehicles. Accordingly, 41 % of the vehicle fleet as a whole already features future-oriented drive technology – clear evidence of the progress made by IGEPA group on its path towards sustainable and low-emission mobility.

Electricity consumption by company vehicles in MWh



It has been possible to save 17.7 % diesel in Germany since 2021. Our goal was significantly exceeded!

ENERGY CONSUMPTION*

In 2024, the year under review, the overall energy consumption achieved by IGEPA group in relation to its own operational processes amounted to 72,157 Megawatt hours (MWh), of which **54,601 MWh** (≈ 76 %) were attributable to **fossil energy sources**, specifically crude oil and petroleum products only.

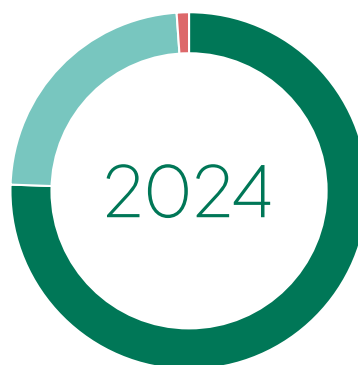
The remaining share of **16,885 MWh** (≈ 23 %) was accounted for by **renewable energy sources**, of which

- **5,871 MWh** were from **renewable fuels** and
- **11,014 MWh** from **bought-in electricity, heat, steam, or cooling** from renewable sources.

In addition, the share of **nuclear energy** accounted for around **671 MWh** (≈ 1 %).

Total electricity consumption was **72,157 MWh** and **total heat consumption** was **60,485 MWh**, of which **16,885 MWh** came from renewable sources.

72,157 MWh total energy consumption



54,601 MWh
fossil

16,885 MWh
renewable

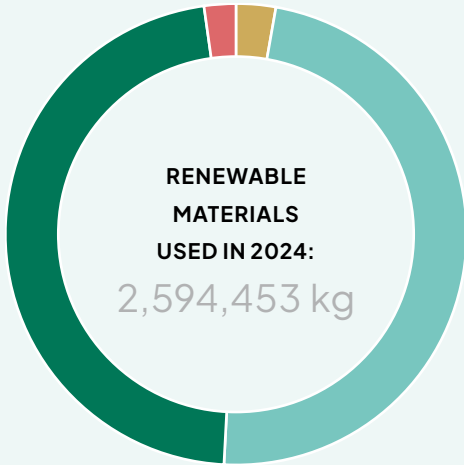
671 MWh
nuclear energy

Overall, the survey provides a transparent image of the composition of energy consumption and the importance of fossil fuels versus renewable energy sources within the company's own business activities. The detailed recording of these key figures forms an essential basis for future energy management and the further development of decarbonisation strategies.

*As a different calculation basis was used in the last report, the figures in this topic standard are unfortunately not comparable.

Total weight of materials used to manufacture and package the organisation's main products and services during the reporting period:

2,898,324 kg



3 %

Paper (office)

Material (kg)

Paper (office)

86,375

48 %

Paper (packaging)

Paper (packaging)

1,251,502

47 %

Wood (paletts)

Wood (paletts)

1,212,627

2 %

Wood (packaging)

Wood (packaging)

43,949



RESOURCES

The evaluation shows that a total of 2,898,324 kilograms of materials were used for the manufacture and packaging of the most important products and services during the reporting period. Of these, 2,594,453 kilograms were renewable materials. The largest share comes from paper packaging and wooden pallets, which together account for around 95 % of the renewable raw materials used. Office paper and wood for packaging contribute smaller but still relevant amounts. **These figures underline the great importance of renewable materials within the area of materials procurement.**

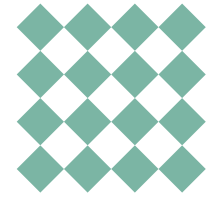
Boundaries of influence

As a **wholesaler for paper, advertising technology, and packaging**, IGEPA group does not develop **any products or materials of its own**, but rather procures them from **selected suppliers and partner companies**. The **design of production processes** is therefore the responsibility of the manufacturers and we can **only influence it to a limited extent**. At the same time, we assume responsibility in the supply chain and ensure that we offer a range that promotes **sustainable and circular product characteristics** – for example through **recyclability, reusability**, or the **use of renewable raw materials**.

The extent to which **circular value-creation** principles – such as **dismantling, recycling, or biological recovery** – can be implemented largely depends on the **product design of our suppliers**.



Social Issues



OUR RESPONSIBILITY AS AN EMPLOYER

IGEPA group pursues a **holistic approach** in order to promote the **well-being of its employees** and guarantee **fair and safe working conditions based on respect**.

Transparent communication, dialogue formats, and clear complaint channels underline a **culture of openness and participation**.

One key component is the **inclusion of employees** in decision-making processes – both directly and through **elected representatives**, in particular the **works council**.

Direct participation takes the form of

- **employee surveys,**
- **feedback discussions** with management personnel as well as
- **workshops** and focus groups within the scope of change processes.

Through the works council, inclusion is via

- regular consultations,
- joint working groups, and
- participation in company regulations such as working time, service, or occupational safety agreements.

» www.igepa.de/supplier-code-of-conduct/

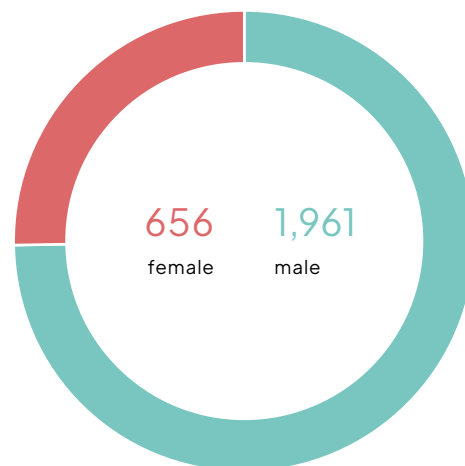


“Our employees are at the heart of our success. Their competence, commitment, and experience help to design the future of IGEPA group – every single day.”

* These figures include both commercial and industrial employees.

In this way, IGEPA group ensures that individual perspectives and collective interests are given equal consideration – **as the basis for a cooperative, responsible corporate culture**.

Employees of the reporting organisations by gender*





RESPECTING HUMAN RIGHTS

In 2024, IGEPA group adopted a **policy statement on respect for human rights** www.igepa.de/nachhaltigkeit/#compliance within the framework of the **Supply Chain Due Diligence Act**. In doing so, the company is committing to manage and develop business within the entire **value-added chain in a responsible and sustainable manner**. The statement outlines how IGEPA group ensures that **human rights and environmental due diligence obligations** are complied with. Furthermore, the company's **risk management** and **risk analysis** are explained, on the basis of which potential risks are identified and suitable measures are derived.

IGEPA group bases its approach on **internationally recognised frameworks** such as the **UN Guiding Principles on Business and Human Rights**, the **Guidelines on Children's Rights and Business**, the **ILO Core Labour Standards**, and the **ten principles of the UN Global Compact**. The company also supports the Sustainable

Development Goals (SDGs) of the United Nations as a guideline for sustainable development.

SUSTAINABLE PROCUREMENT AND RESPONSIBILITY IN THE SUPPLY CHAIN

Sustainable action as a guiding principle

IGEPA group consistently combines its corporate actions with **social and ecological responsibility**. The basis for this is formed by the **evaluation of ecological and social impacts** along the upstream value-added chains. On this basis, **rules and agreements** are developed **with suppliers and stakeholders** that reflect the three dimensions of sustainability – **economy, ecology, and social issues** – and these are reviewed regularly.

Anchoring sustainability standards

Key elements of this approach are represented by the **IGEPA Supplier Code of Conduct for employees**,



employee training, supplier risk management, and a self-commitment to the ten principles of the UN Global Compact. IGEPa group also reports in accordance with the **European Sustainability Reporting Standards (ESRS).**

Sustainable and transparent supply chains

IGEPa group and its main suppliers are **certified in forestry**, which means that supply chains are **traceable and externally verifiable** throughout the entire process. Around **60 % of total procurements** come from certified sources. As a general rule, **long-term supplier relationships** are maintained to ensure stability and reliability.

Social and ecological responsibility

In addition to economic and technical aspects, IGEPa group also considers **human rights, working conditions, corruption prevention, and environmental protection** in its procurement processes. The same behaviour is

expected from all business partners. What's more, **projects to reduce CO₂ and promote recycled materials** are implemented, such as the CoffeeCup Paper project for recycling paper waste.

↳ www.igepa.de/coffeecup-paper

Risk management and continuous improvement

All member companies have a binding **Supplier Code of Conduct (SCoC)** that sets out requirements relating to **legal compliance, due diligence, occupational health and safety, environmental standards, integrity, and anti-corruption.** A **multi-level risk management system** supports the **identification and evaluation of human rights and environmental risks.** Implementation is in close coordination with the **Sustainability Business Unit Team**, which also coordinates **stakeholder surveys** and incorporates feedback via **confidential reporting channels.**



Governance

RESPONSIBLE COMPANY MANAGEMENT (GOVERNANCE)

Clear responsibilities and structures

IGEPA group has created suitable **organisation structures** to achieve its sustainability goals and implement the corresponding measures effectively. Responsibilities and decision routes are clearly organised and anchored in both the **Code of Conduct** and **organisation chart**. Responsibility for **steering impacts, risks, and opportunities** lies with executive management, while the **Sustainability Business Unit Teams (BUT)** are in charge of operative implementation and further development.

Involvement of management levels

Company decisions are made by **executive management**, whereby **middle management** is actively involved in the decision processes. In regular **meetings and committees**, managers contribute their perspectives to ensure holistic decision-making. Relevant sustainability issues are also coordinated with the IGEPA Board.

Roles and competencies

Management of **impacts, risks, and opportunities** is the responsibility of executive management at **IGEPA group**. Competencies are evaluated in regular **reviews** and **internal or external training measures** are derived as needed. Management avails of sound **expertise in the area of sustainability** and relies on **external consulting** and know-how of the Sustainability BUT where necessary.

Sustainability management and information flows

Information on sustainability issues is exchanged at **group and regional level**. The Sustainability BUT holds monthly **meetings** to coordinate and discuss strategies, goals, and KPIs. Results and measures are passed onto regional management, while regional matters are incorporated at



group level. At international level, exchanges are also held at the **INC (International Network Conference) meetings** of IGEPA group held every six months.

Corporate group structure

Since its **foundation in 1960**, IGEPA group GmbH & Co. KG in Hamburg has been handling key areas such as **product management, marketing, master data management, e-commerce, and sustainability**, offering these services to trading companies. The core tasks of **sales and logistics** are the responsibility of the respective trading companies, which supplement these central services with **their own individual products and services**. In this way, the **service portfolio is designed optimally for local customers** and adapted to the respective corporate culture.

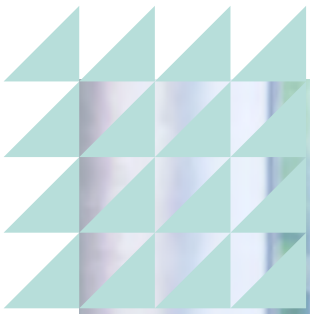
Sustainability reporting and quality assurance

IGEPA group uses a **recognised software solution** for its sustainability reporting that standardises data collection, consolidation, and control across the group. Up until 2023, reporting was in accordance with the **GRI 2021 Standards** and will comply with the **European Sustainability Reporting Standards (ESRS)** in the future.

Working with an external sustainability consultancy ensures the objectivity and verifiability of data. Risks arising from incorrect recording or calculation are minimised by **benchmarks and comparisons with previous years** within the group.

Incentive systems and sense of responsibility

Currently, there is **no direct link between remuneration and sustainability goals**. Executive management is responsible for strategic alignment in the **areas of**



economy, environment, and society. The entire team – including the Sustainability Business Unit Team – is actively involved in the development, implementation, and control of the sustainability strategy.

STAKEHOLDER DIALOGUE

Dialogue as a foundation of the sustainability strategy
IGEPA group maintains an **ongoing dialogue with its stakeholders** in an effort to incorporate their expectations and concerns in the sustainability strategy. Within the scope of sustainability reporting, **six key stakeholder groups** have already been prioritised: **customers, suppliers, associations, banks, shareholders, and employees.**

Strategic, dialogue-based approach

A **strategic, dialogue-based stakeholder approach** was chosen for exchanges. This makes it possible to receive feedback on the essential sustainability issues within a structured process. As a first step, an **online survey** was conducted in which the respective groups were asked about relevant aspects of sustainability. The results were then analysed and prioritised in a **documented workshop.**

Results and further development of dialogue

The first survey was conducted in **2021** in Germany, with participation by **81 external** and **87 internal stakeholders.** In preparation for **CSRD reporting** and expansion of the sustainability activities at European level, another survey was conducted in **2024** with participation by **239 external** and **712 internal stakeholders** from all reporting IGEPA group companies.

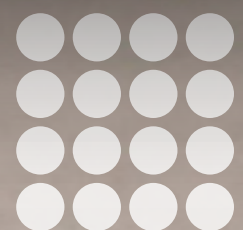
↳ www.igepa.de/nachhaltigkeit/#compliance

Ongoing exchanges and inclusion

The results of the surveys form a key basis for the **materiality analysis** and are directly incorporated into the **sustainability strategy** of IGEPA group. In the future, surveys are to be repeated at **regular intervals** and extended to include **additional stakeholder groups** in order to continuously develop dialogue and review the relevance of topics.



“IGEPA group ensures that individual perspectives and collective interests are given equal consideration – as a basis for a responsible corporate culture that is based on partnership.”



IGEPA POLSKA Sp. z o.o.



Headquarters
Kraków

151
Employees

Established
1995

OUR COMPANY PROFILE

Since 1995, **IGEPA Polska Sp. z o.o.**, headquartered in Kraków, has been successfully operating in the Polish market. With a team of **151 employees** and a diverse product portfolio in the areas of **Paper & Print, Viscom, Office** and **Packaging**, we are now among the leading distributors in our industry.

For three decades, we have stood for **dynamic growth**, supported by a broad customer base and a clear commitment to quality and responsibility.

Our employees are the heart of our success - their dedication and expertise form the basis for our continued development. Sustainability is an integral part of our corporate strategy: our product range includes numerous **environmentally-friendly, certified, and recycled products**, with which we actively contribute to promoting a **circular economy**.



OUR SUSTAINABILITY PROJECTS

PROJECT 1:

Energy from Renewable Sources

A key milestone: By the end of 2024, **98 %** of our total energy consumption came from renewable sources. This was achieved by completely switching our Kraków office to green electricity - a process we began in 2021. With this, we reached our 2024 target and will increasingly focus on long-term measures to further improve energy efficiency.

Areas of action: Energy & emissions

PROJECT 2:

Membership of the UN Global Compact

Since June 2024, IGEPA Polska has been an official member of **the United Nations Global Compact**, the world's largest corporate initiative for sustainable and responsible business practices. By adopting the principles on **human rights, labour standards, environmental protection**, and **anti-corruption**, we have firmly integrated these values into our corporate policy and daily operations. Our ESG activities also reflect this commitment.

Areas of action: Climate protection, Energy & emissions, Resource conservation, Attractive workplace

PROJECT 3:

Introduction of a Supplier Code of Conduct

In 2024, we successfully introduced our **Supplier Code of Conduct (SCoC)** - a key element of our sustainable procurement strategy. It defines clear **environmental, social, and ethical standards** that are binding for all business partners. The document, based on the IGEPA Group's guidelines and adapted to Polish law, is available in two languages (Polish and English) and has been signed by our suppliers. This creates greater transparency and accountability along our supply chain.

Areas of action: Climate, Sustainable procurement, Social responsibility

PROJECT 4:

Corporate Social Responsibility (CSR)

For us, sustainability also means responsibility towards society. In 2024, we implemented numerous initiatives:

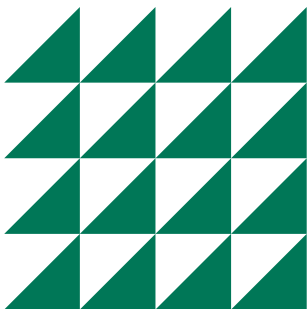
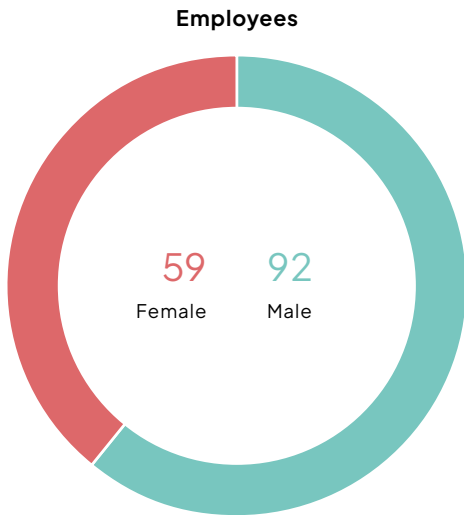
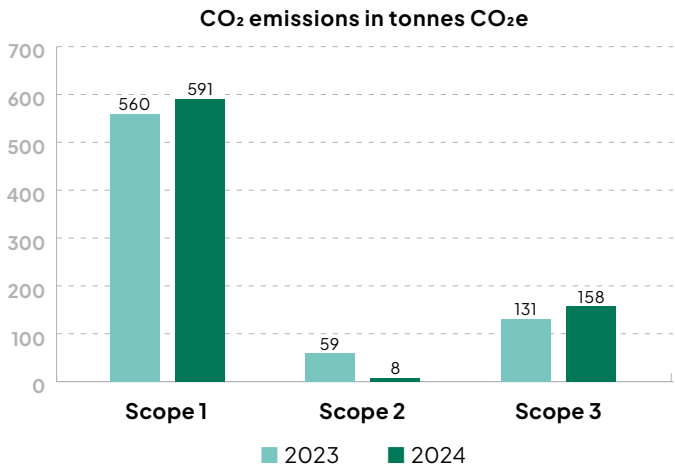
- Participation in **Poland Business Run**, Poland's largest charity business run, with 5 teams and a total of 25 employees (September 2024).
- Organisation of educational **workshops for students** of media and advertising schools (November 2024).
- Holding an internal **charity auction** where employees auctioned off personal items and services to benefit the Wielka Orkiestra Świątecznej Pomocy, Poland's most well-known charity (January 2024).

98 %

Green electricity

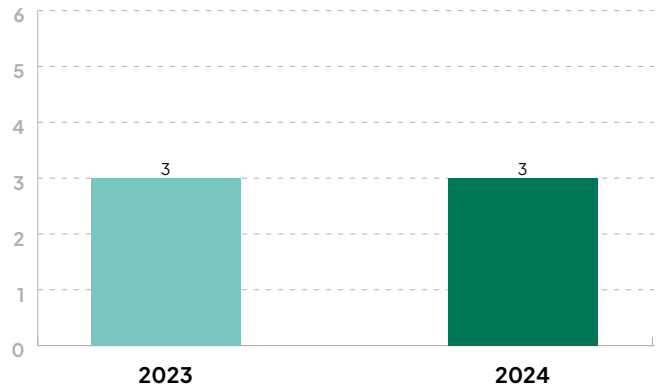


With these activities, we demonstrate that social responsibility is a vibrant part of our corporate culture.

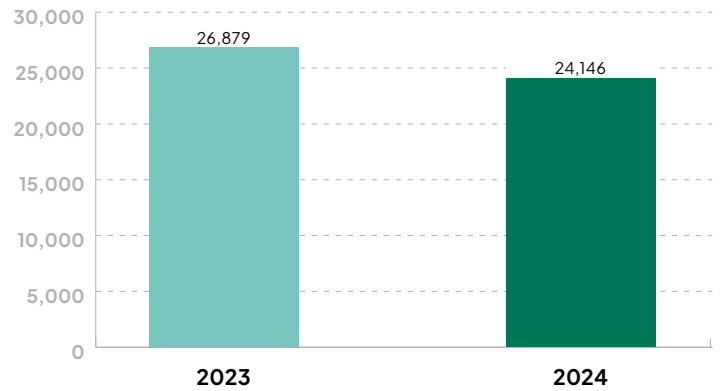




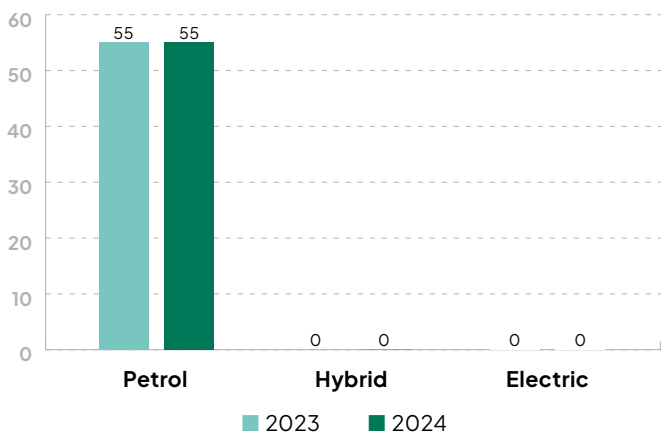
Total number of company trucks



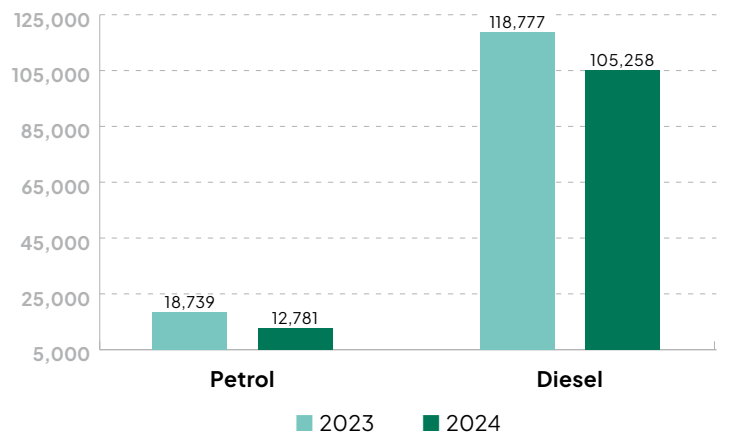
Diesel consumption by company trucks, in litres



Total number of company cars



Total use of liquid fuels by company cars, in litres



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