



SPHEREA

# SPHEREA GROUP CSR REPORT

2023



# SPHEREA

CORPORATE SOCIAL RESPONSIBILITY

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# SPHEREA GROUP - CSR REPORT 2023

## Introduction

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As a leading provider of test and support solutions for mission-critical systems, the SPHEREA Group is committed to integrating corporate social responsibility (CSR) at the heart of its strategy.

In 2023, we made progress in aligning our operations with the principles of sustainability, ethics and social responsibility.

Our CSR approach is based on three fundamental pillars: environmental protection, employee well-being and business ethics. We firmly believe that our long-term success depends on our ability to create shared value while minimizing our environmental impact and making a positive contribution to society. This report presents SPHEREA's CSR initiatives and achievements for the year 2023. It highlights our progress, challenges and future ambitions.

The SPHEREA Group is committed to this collaborative approach with all its stakeholders, and places people, the environment, ethics and excellence at the heart of its concerns and corporate culture.

## Group presentation

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Backed by 50 years' involvement in major civil and military aeronautical programs, our expertise ensures the safety, reliability and operational availability of today's and tomorrow's critical systems.

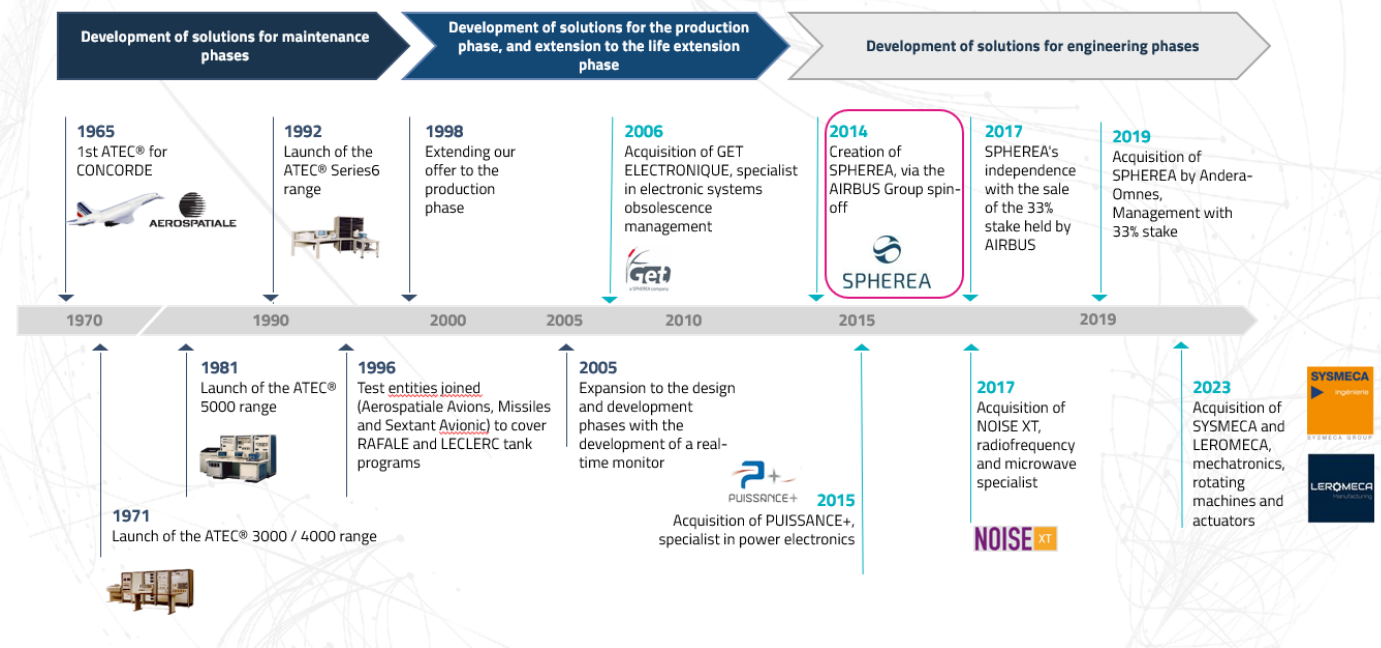
As a designer of test solutions and related services, SPHEREA is internationally recognized as an expert in supporting its customers' operational performance. Our experts in electronics, microwave, optronics, support and repair provide our customers with solutions throughout the system lifecycle.

Innovation and ecosystems are at the heart of our organization to better meet our customers' expectations.

**What sets us apart is** that we support our customers over the long term, as close as possible to their operations.

**Our offer:** using SPHEREA solutions throughout the life cycle of our customers' products.

# Our history



# Our business model, our value chain, our stakeholders

## Customers from Aero-Defence to Energy and Railway industries

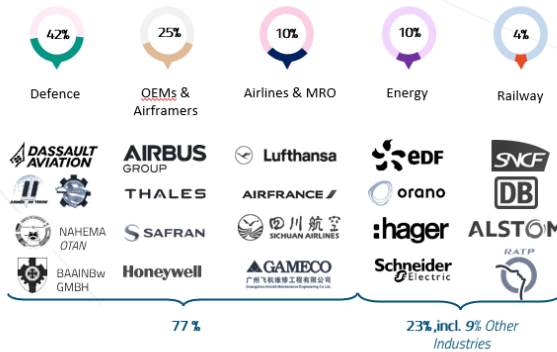
**Key figures 2023**

- 121 M€ Revenues
- 38 % Export
- 600 customers in 50 countries (e.g. 1 000 sustained systems)
- 5% revenues allocated to R&D
- 664 employees

**Shareholders**

- 51,3% CONSORTIUM ANDERA-OMNES
- 30,7% MANAGEMENT
- 14% ACE MANAGEMENT
- 4% IRDI

Customers per segment consolidated Turnover %

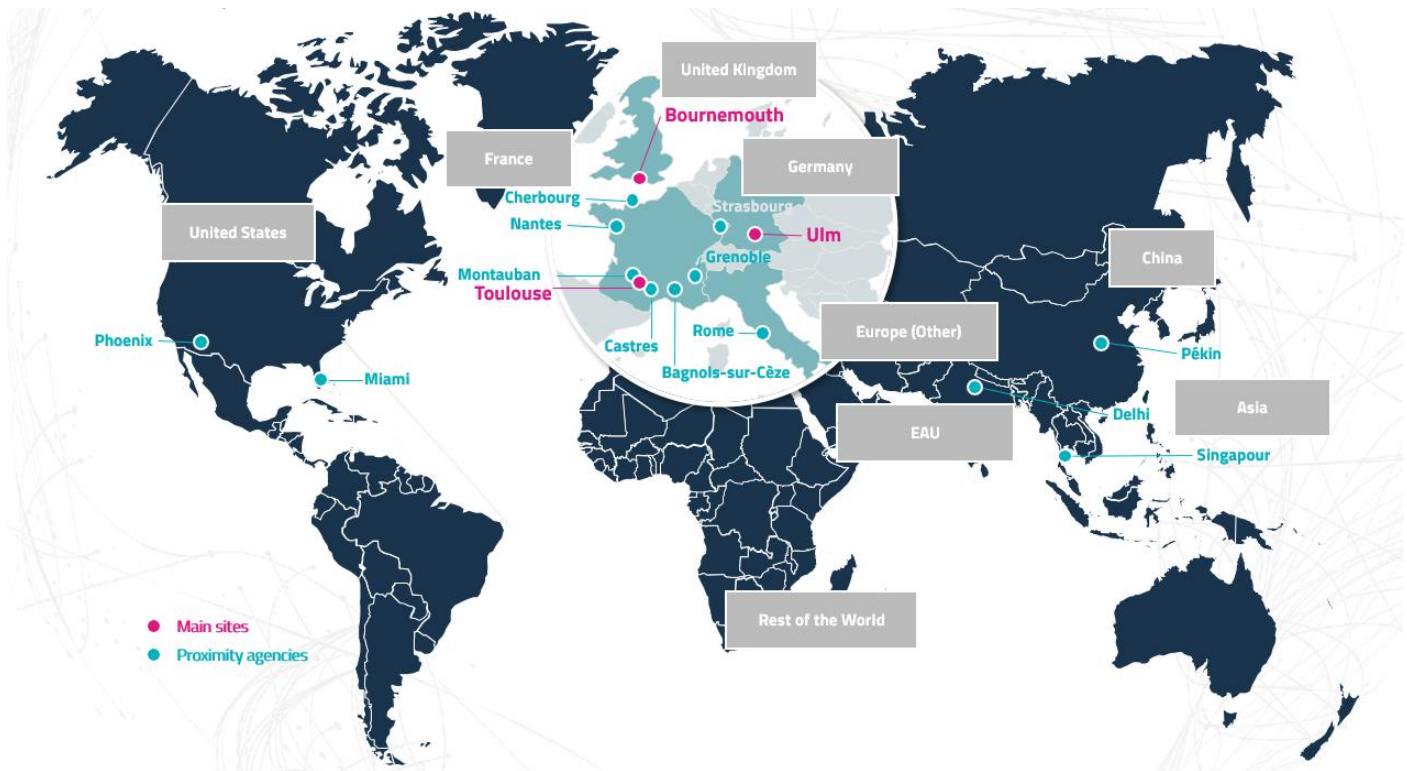


Top 10 clients (consolidated Turnover %)



## Our locations around the world

SPHEREA is expanding its global footprint to serve customers in over 50 countries.



This SPHEREA Group Corporate Social Responsibility Report describes the Group's approach to corporate social responsibility, as well as how it is applied by our French and international subsidiaries:

- SPHEREA Test & Services (hereinafter referred to as SPHEREA T&S) ;
- GET Electronics and Bridgelec ;
- Power + ;
- Arcalc ;
- Sysmeca and Leromeca ;
- SPHEREA GmbH ;
- SPHEREA UK;
- SPHEREA LLC;
- SPHEREA India ;
- SPHEREA China

## Our activities

Our business: **Testing**

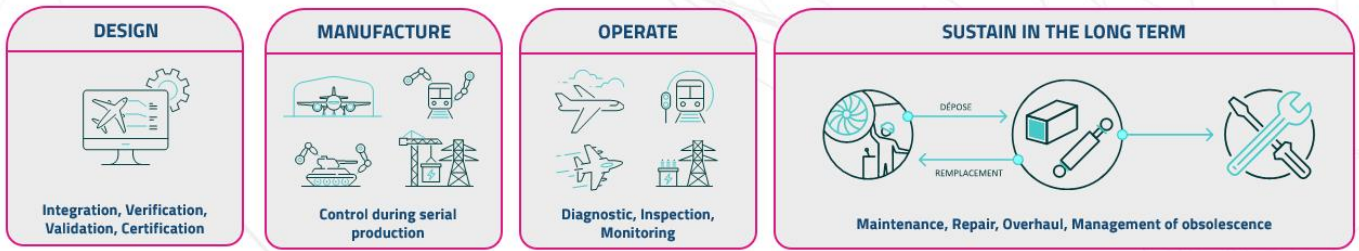
Our detailed mission: **Test + Secure + Make reliable + Optimize + Future-proof... our customers' systems**

Our 3 strategic priorities:

**Axis 1:** Market and product development through diversification, innovation and external growth

**Axis 2:** Transformation for an agile, competitive, integrated Group at the heart of society

**Axis 3:** Digitization & Practice Performance



**More than 50 years experience supporting qualification, availability and sustainability of critical systems in the major Industries**



Aeronautic



Defense



Energy



Railway

## Our values

### Trust



The men and women of SPHEREA represent a precious Human Capital. Trust is the basis of all exchanges at SPHEREA. It is a condition that guarantees the achievement of our objectives and their transformation into future successes.

### Respect



Benevolence, empathy and intelligence are all essential elements of a company's collective. But what would they be without respect? SPHEREA is careful to respect its commitments, whether to customers, partners or employees.

### Commitment



It's the first indicator of company performance. This virtue is the expression of the meaning of work, with everyone contributing the seeds of their commitment. SPHEREA is committed to setting up initiatives to encourage and liberate energies.

### Passion



SPHEREA's core business is to ensure the reliability and safety of equipment that has an impact on human life. Passion is therefore the spark that drives the day-to-day work of SPHEREA employees. It is indispensable and must be our common denominator.

## Our CSR policy

Our Group CSR approach is at the heart of our transformation.

SPHEREA is a responsible company by nature, since safety is at the heart of its business model.

Its raison d'être: *"By securing our customers' systems, our test solutions protect human life"*

SPHEREA is committed to responsibly managing activities that have a negative impact on the environment, promoting activities that have a positive impact on the environment, and constantly striving to minimize its overall impact on the environment, by complying with international environmental regulations and standards, supporting pollution prevention, using materials and energy efficiently to preserve natural resources, and minimizing or offsetting emissions that contribute to global climate disruption.



In 2024, our ambition is to become the European leader in the security of our customers' critical systems, and the world leader in 2030. To succeed, we rely on our core competencies:

- We focus our actions on satisfying our customers' expectations and building loyalty,
- We develop an environment that enables our employees to be responsible, within a protective framework so that they can flourish in our company and be proud to work here,
- We are committed to an ethical, socially and environmentally responsible approach,
- We innovate by capitalizing on our expertise and know-how, recognized by our customers.

### **A) The methodological framework of our Group CSR approach**

Moving from sustainable management to sustainable transformation

- It is aligned with the UN SDGs
- It is structured around the ISO 26000 standard and our ISO 14001 certification.
- Its maturity is certified by the Ecovadis label
- In the Occitanie region: our involvement in the CSR commission of the Club ETI Occitanie.





# SUSTAINABLE DEVELOPMENT GOALS






## B) Our contribution to the United Nations Sustainable Development Goals

Because of its activities, its sectoral challenges, and its locations, the SPHEREA Group's activities have an impact on the following 15 Sustainable Development Goals (SDGs) out of the 17 existing SDGs (all SDGs are monitored except 2 and 14).

Follow-up for SPHEREA from 2021 to 2023:



Dynamic since 2021	Based on the 17 SDGs
Acceleration 	2
Positive 	9
Slowdown 	1
Stagnation	3
No follow-up	2

Objective for 2025: SPHEREA Group membership of the Global Compact and implementation of a plan to monitor SPHEREA's activities in relation to the SDGs.

## C) Three pillars and twelve priority commitments

- 1- Responsible for our environmental footprint
  1. **Accelerating our decarbonization process**
  2. **Stepping up our innovation efforts: "imagining tomorrow's world through an ecological and technological prism".**
  3. **Playing an active role in the development of our local area**
  4. **Raising awareness and engaging our stakeholders**
- 2- Committed to a sustainable product life cycle
  2. **Strengthening our eco-design approach**
  3. **Encourage and promote the repair, reuse and sustainability of equipment in our ecosystem**
  4. **Contribute to the development of an external recycling sector for electronic products**
  5. **Supporting our customers and suppliers in this collaborative approach**
- 3- Respectful of people
  1. **Ensuring the well-being and safety of our employees**
  2. **Guaranteeing diversity and equal opportunity**
  3. **Supporting our disabled employees**
  4. **Strengthening sharing**

## D) Raising awareness and involving all our stakeholders in our approach

The SPHEREA Group is implementing a collaborative CSR approach open to all its employees and stakeholders.

*SPHEREA aims to adopt a systemic approach*: the pursuit of financial prosperity will therefore be conditional on an objective of environmental and social sustainability.

*SPHEREA wishes to contribute to knowledge transfer*: studies of CSR and sustainable development professionals show that there is still a lack of overall knowledge of environmental issues in companies.

*SPHEREA is committed to acting on behalf of the local community*: as a player in society, the company has responsibilities that go beyond the mere production of economic value. In particular, it will manage its social and environmental issues, and make a positive contribution to society.

[Objective achieved in 2023](#): creation of a group of CSR leaders and a CSR France committee.

[Objective for 2024](#): set up a Group-wide CSR team.

The SPHEREA Group's CSR approach can be broken down into 3 categories: ESG Environment, Social & Governance.

# PART 1 - OUR SOCIAL CHALLENGES

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## 1. Ensuring the well-being and safety of our employees

The SPHEREA Group has set up an appropriate environmental, health and safety management system and promotes awareness of these policies among its employees. One of the SPHEREA Group's priorities is to put people and the environment at the heart of its concerns, in order to ensure the sustainability of its activities.

### **A) Quality of life and employee well-being**

SPHEREA is committed to providing a stimulating and respectful working environment, and to offering a good quality of life to all its employees.

The SPHEREA Group is committed to addressing psycho-social risks with the utmost vigilance.

#### Focus on the monitoring and listening unit

Since February 2022, SPHEREA T&S has set up a monitoring and listening unit.

The monitoring and listening unit is made up of 7 members: the site manager, an HRBP and CSR referent, the HSE referent, the occupational physician, the social worker and two members of the "Health, Safety and working conditions committee".

The Cellule may call on any expert (internal or external to the establishment), chosen for his or her skills, and who can usefully assist it in its work.

It is available to all SPHEREA T&S employees, including trainees and alternates.

The aim of this unit is to create a collaborative space for reflection within the company, conducive to the prevention of any individual or collective difficulties that may affect employees' quality of life and working conditions (psycho-social risks, disabilities, inter-generational conflicts, etc.). It also aims to provide a body that facilitates the concerted implementation of appropriate actions in the event of proven difficulties.

The Cellule de veille et d'écoute is responsible for the following tasks:

- Working together on an employee request ;
- Encourage dialogue and the mutual transmission of information;
- Understand an employee's situation in its entirety;
- Inform and advise the employee (who has referred the matter to the unit) and SPHEREA T&S management on the action to be taken;
- Pool the means and resources of each player.

The monitoring and listening unit meets quarterly to review our actions.

The situations dealt with are the subject of an anonymous quarterly report sent to the plant manager. This report is sent to the health, safety and working conditions committee (CSSCT) and to the union representatives. It may be accompanied by recommendations with a view to identifying an action plan.

Information on the monitoring and listening unit's missions is disseminated by all available means (theme sheets, dedicated space, etc.), as well as a dedicated e-mail address.

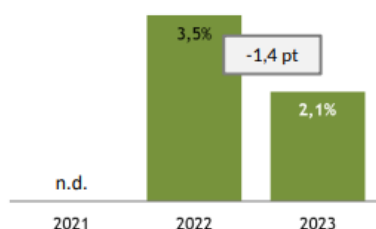
In carrying out their duties within the Cell, designated members are bound by the strict ethical rules set out below:

- Confidentiality concerning situations and information brought to the attention of the Cellule. Members shall ensure that no confidential or sensitive information is passed on to persons outside the Cell, unless the person concerned has given his or her express consent. Only members of the Cell will have access to the identity of the person(s) concerned;
- Objectivity and benevolent neutrality in dealing with individual cases;
- Impartiality;
- Respect of reasonable deadlines in the follow-up of files according to the complexity of each situation and constraints;
- Availability and participation in cell activities: attending meetings, receiving e-mails, etc.

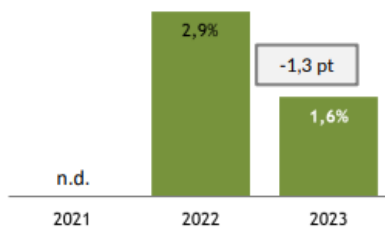
## B) Fall in absence and absenteeism rates

At SPHEREA T&S, the absence and absenteeism rates fall in 2023, to 2.1% and 1.6% respectively. Both rates show a similar decline over 2023, mainly due to the lower number of absences due to illness in 2023. These rates are below the national average. The total number of days of absence has also fallen by -38%. Sickness remains the main cause of absence, accounting for 76% of absences in 2023, although this rate has fallen slightly on the previous year.

Absence rate of the company



Absenteeism rate of the company



The absence rate corresponds to absences recorded in the company, whatever the cause: commuting accidents, accidents at work, authorized leave, leave for family events, parental leave (maternity/paternity), sick leave.

The absenteeism rate corresponds to the following absences: commuting accidents, workplace accidents, sick leave.

*\*The absenteeism rate has been calculated on the basis of "National Agency for the Improvement of Working Conditions" recommendations, i.e. the ratio between the number of days absent and the number of days theoretically worked. Some absences are not considered absenteeism here, as they are "predictable in terms of their regularity and are based on social entitlements" (e.g. absences for training, maternity/paternity leave or trade union activities). In the above calculation, the absenteeism rate therefore does not take into account leave for family events, parental leave (maternity, including pathological leave, and paternity). Absences due to commuting accidents, workplace accidents, authorized leave and sick leave are taken into account.*

Objective for 2024: Negotiation of a new Working Time Agreement for SPHEREA T&S.

## Focus on psycho-social risks

PSYCHOSOCIAL RISKS	PSYCHOSOCIAL DISORDERS
<p><b>Work-related factors</b></p> <ul style="list-style-type: none"> <li>• Workload, output, time pressure, mass of information to process</li> <li>• Precision, quality, vigilance</li> <li>• Monotony, lack of autonomy, repetition, fragmentation</li> </ul> <p><b>Factors linked to work organisation</b></p> <ul style="list-style-type: none"> <li>• Lack of control over the distribution and planning of tasks within the company</li> <li>• vagueness of assigned tasks (What is expected of me? How do I do it? On what basis will I be assessed?)</li> <li>• Contradiction between the requirements of the job (How can I do it quickly and well? Who do I have to satisfy: the customer or the quotas? )</li> <li>• Working hours not adapted to biological rhythms, social and family life</li> <li>• New organisational methods (just-in-time, multi-skilling)</li> <li>• Unstable employment contracts (precarious contracts, subcontracting)</li> </ul> <p><b>Factors linked to working relationships</b></p> <ul style="list-style-type: none"> <li>• Lack of help from colleagues and/or superiors</li> <li>• Lack of help from colleagues and/or line managers</li> <li>• Lack of recognition for work done</li> </ul> <p><b>Factors linked to the physical and technical environment</b></p> <ul style="list-style-type: none"> <li>• Physical nuisances at the workplace (noise, heat, humidity, etc.)</li> <li>• Poorly designed workplaces and/or workstations (lack of space, lighting, etc.).</li> </ul> <p><b>Factors linked to the company's socio-economic environment</b></p> <ul style="list-style-type: none"> <li>• Competitive pressure at national or international level</li> <li>• Poor economic health of the company or uncertainty about its future</li> </ul>	<p>Cardiovascular diseases</p> <p>Musculoskeletal disorders</p> <p>Depression and anxiety</p> <p>Burnout</p>

Breakdown of absences due to sickness: In 2023, the number of absences due to sickness fell by 11% compared with 2022. In detail, we can see a pronounced decline in most bands, except for the 1 to 3-day band, which is up +34%.

Overall, psycho-social risk indicators are down.

Staff turnover fell by 4.5 pts and lost-time accidents were down 60%.

According to the "single assessment document for occupational risks", SPHEREA T&S has identified 5 major risks:

- road risk (over and under 100 kms)
- customer management
- working under tension
- use of electrical equipment
- commuting to and from work

### Targets for 2024 :

- Launch of a questionnaire for a study of Psychosocial Risks in partnership with occupational medicine;
- Creation of a "Psychosocial risks steering committee" to steer the study and define an action plan.

Absenteeism (excluding maternity) + number of work-related accidents in our French subsidiaries :

<b>Entity</b>	<b>Absenteeism (excluding maternity leave)</b>	<b>Number of work stoppages</b>	<b>Number of occupational illnesses</b>
SPHEREA T&S	1,6%	2	0
GET Electronic	1.49%	2 (including commuting accident)	1 0
BRIDGELEC	9.25%	1	0 declared during the year but 1 in progress since 2021
ARCALE	2.53%	0	0
P+	1.02%	0	0
Sysmeca	0.59%	0	0
Leromeca	2.64%	1	0
<b>Total</b>	<b>2.73% (average)</b>	<b>6</b>	<b>0</b>

Key Performance Indicators [Incidents at work] :

- 2022: 6 work-related or commuting accidents with lost time (1 without work stop)
- 2023: 1 commuting accident with lost time (6 accidents without work stop)

At SPHEREA T&S, workplace accident indicators have also shown a significant improvement in 2023, with a 60% reduction in lost-time accidents compared with 2022. Both the frequency and severity of work-related accidents will decrease.

Medium-term objective: Increase the number of days without work-related accidents

### **C) Safety of our employees in the performance of their duties**

The SPHEREA Group makes every effort to ensure the safety of all its employees.

The company ensures that these commitments, made in the context of its social and environmental responsibility, are shared by all SPHEREA Group subsidiaries and entities, by every employee, and by its customers and suppliers, everywhere and at all times.

SPHEREA Group's partners, subcontractors and suppliers must take appropriate measures to comply with safety, health and environmental requirements.

The safety of our teams is one of the fundamental values of the company, which is based on the continuous improvement of employee safety culture in order to continually reduce occupational risks.

Our Group's safety system is based on current regulations, and safety rules have been put in place to protect our employees as effectively as possible

Main risks: fire, electrical, laser, ESD, chemical, travel, psychosocial, musculoskeletal disorders, handling

### Safety measures in place :

- Providing collective and individual protective equipment (PPE)
- Compulsory medical check-up for all employees: on hiring, then whenever there is downtime, in accordance with regulations.
- Elaboration and regular updating of the "Single assessment document for occupational risks":
  - Safety risk analysis for each workstation in the company
  - Updating this analysis following changes in activity or accidents
  - Monitoring: Exercises / Audit / Causal analysis of work or commuting accidents
- Leading a health, safety and working conditions committee (CSSCT) for health and safety management
- Training & prevention plans
- Prevention plan where necessary
- Regular inspections or audits to ensure the safety of equipment and infrastructure
- SPHEREA provides employees with a list of first aiders on a shared online space. Signs on the door frames of the SST offices are also in place.

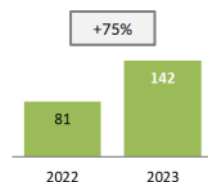
### Medium-term objectives :

- Implement preventive measures against stress and noise exposure
- Pursue compliance with the Single assessment document for occupational risks

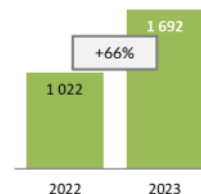


Safety training at SPHEREA T&S: In 2023, employees benefited from a significant increase in their safety training, with a particular focus on electrical clearances Employees obtaining a 'Clearance' to work on Electrical Systems. By comparison, training in 2022 had also focused on laser-related risks.

Number of employees trained



Number of hours of training



## 2. Dynamic employee management

### A) Changes in our workforce

Average age within the Group:

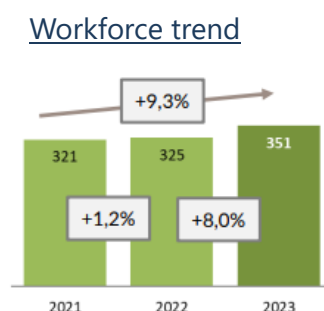
Entity	Average age in years
SPHEREA T&S	42,42
GET Electronic	40
BRIDGELEC	48
ARCALE	36,82
P+	40,25
Sysmeca	45,13
Leromeca	39,29
<b>Average</b>	<b>41,7</b>

**Recruitment in 2023** mainly concerned permanent contracts, up +6% (or +18 employees). The use of fixed-term contracts has also risen significantly, with an increase of +27% (+7 employees) over the period. In 2023, permanent contracts accounted for 90.6% of the total workforce.

Number of new hires and turnover at SPHEREA France in 2023:

Entity	Recruitment	Turnover
SPHEREA T&S	25 new hires (18 permanent, 7 fixed-term)	15%
GET Electronic	14 new hires (9 permanent, 1 fixed-term, 4 apprentices)	4.23%
BRIDGELEC	4 new hires (1 permanent, 2 fixed-term, 1 apprentice)	2.73%
ARCALE	13 new hires (13 permanent contracts)	27.03%
P+	14 new hires (10 fixed-term, 4 permanent)	16.67%
Sysmeca	2 new hires (1 fixed-term, 1 permanent)	7.14%
Leromeca	0	6.25%
<b>Total</b>	<b>68 new hires</b>	<b>11.29% average</b>

**Focus on headcount:** At SPHEREA T&S, the company had 325 employees at 31/12/2023. The workforce grew by 8.0% in 2023:





At SPHEREA T&S, the 2023 turnover rate fell by -4.8 points to 15%, in line with the national average. 21% of the workforce was promoted in 2023.

**WORKFORCE BY AGE :** The average age has fallen from 44.2 to 42.4 in 2023. The age pyramid is balanced overall, with a trend towards younger employees (increased use of sandwich courses). This trend is driven by an increase in recruitment in the 18-34 age bracket, in line with our policy of hiring work-study students and trainees.

The number of over-50s is gradually declining. This generational renewal will be accompanied in the years to come by increased training and the implementation of a process for the transgenerational transmission of know-how and skills.

Average length of service with the company fell to 10.4 years in 2023. This decrease is partly due to the sharp rise in the number of employees with less than two years' seniority (+40 employees), notably as a result of the increase in the number of part-time employees. The proportion of employees with less than two years' seniority has risen to almost 39% of the workforce, compared with 21% in 2021.

The year 2024 will see the application of the new metallurgy collective agreement and the renegotiation of certain agreements. Negotiations will be opened on a "Employment and Career Development Management" agreement, which seems necessary in view of the age and seniority pyramids.

**OUTSOURCED WORKERS:** In 2023, the use of outsourced workers fell by -9.9%. However, the average duration of contracts remained relatively stable.

**HIRING DATA:** Over 3 years, after reaching a peak in 2022, we can see that hiring has fallen by -10% in 2023, but remains at a high level. Over 2023, permanent hires are down, while fixed-term hires are up.

**DEPARTURE DATA:** The CDI 2023 turnover rate fell by -4.8 points to 15.2%.

## **B) Skills development**

The skills development plan is organized around 3 axes:

**Area 1:** TRADES/SYSTEM/LOGISTICS

**Area 2:** CUSTOMER/TRANSVERSAL SERVICES

**Area 3:** QUALITY/SAFETY/ENVIRONMENT

At SPHEREA T&S, with 214 employees trained, the total number of trained employees has doubled by 2023.

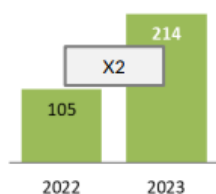
The MATERIAL/SYSTEM/LOGISTICS business line enabled us to train 52 employees.

The main themes of the TRANSVERSE CUSTOMER/STOCKHOLDER ORIENTATION strategic axis are: "IT project manager" (18%), "Contract management in business projects" (20%), Project manager leadership (15%). In 2023, these will involve 8 people, 22 people and 16 people respectively.

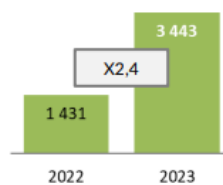
Within the "QUALITY/SECURITY/ENVIRONMENT" training axis, 8 employees benefited from training dedicated to ECO-CONCEPTION in 2023.

78% of employees trained are men (79% of the workforce). 36% of training is carried out in-house.

Number of employees trained  
(excluding safety training)



Number of hours of training  
(excluding safety training)



In 2023, on the strength of 2 SPHEREA France framework agreements (CEGOS and DEKRA), a Purchasing/HR team was set up to structure our relationship with our strategic Training suppliers. A new dynamic has been established with INSTITUT OPTIQUE and LEFEBVRE DALLOZ, increasing the number of training courses with them.

A Cyber Security training course has also been created with our supplier SEELA for our Developers, Architects and Project Managers, based on an experiment starting in 2022.

Finally, a new organization for the SPHEREA Learning Experience was launched in 2023, laying the foundations for monitoring internal and external training courses. The associated process was updated in June 2023. This document is applicable to both internal and external customer training courses. Its purpose is to guide trainers.

**PERSONAL TRAINING ACCOUNT:** *Reminder: Companies with 11 or more employees are obliged to devote 1% of their gross payroll to employee training. The Personal Training Account (CPF) enables employees to acquire training rights throughout their working lives, including during periods of unemployment.*

In 2023, 2 employees used their personal training account, for a total amount of €3,000.

In 2023, the amount spent on training will rise sharply, from 416,278 euros in 2022 to 448,219 euros in 2023 (+7.7%). The number of employees trained is up sharply (+86%), mainly in skills development (67% of employees trained).

**Key Performance Indicator: +7.7% training budget by 2023**

TRAINING: number of employees trained, cost and total hours:

Entity	Number of employees trained	Cost	Total hours
SPHEREA T&S	214	448 219 €	5176
GET Electronic	46	26,777€ (of which 6224€ covered by OPCO)	699

BRIDGELEC	15	7,672€ (of which 4134€ covered by OPCO)	186
<b>Total</b>	<b>275</b>	<b>482 668€</b>	<b>6061</b>

## C) Career management

SPHEREA monitors employees' careers through annual performance reviews and professional interviews.

### Significant indicators :

- **In 2023, 82% of professional interviews** were carried out, compared with 53% in 2022.
- 71% of annual performance review interviews have been carried out, compared with 53% in 2022.

Objective for 2024: to structure and implement procedures and tools for the HR "*Learning & Development*" function, in order to establish, monitor and continue to optimize the training plan.

### Two big ideas:

- Adapting human resources to business needs
- Making employees active players in their careers

SPHEREA also aims to contribute to the development of its employees through partnerships with schools (ICAM in Toulouse, for example), with institutions such as the French Ministry of the Armed Forces, and through the animation of a SPHEREA ecosystem (Occitanie region).

Integration of work-study students and trainees: The number of work-study contracts rose sharply by +33% year-on-year, mainly thanks to apprenticeship contracts, which make up the majority of these contracts. The aim is to support and develop the loyalty of these work-study students, with a view to transforming their contracts into open-ended contracts.

### Number of work-study students and interns in each SPHEREA France entity:

<b>Entity</b>	<b>Number of work-study students</b>	<b>Number of trainees</b>
SPHEREA T&S	20	6
GET Electronic	10	12
BRIDGELEC	2	5
ARCALE	1	1
P+	2	0
Sysmeca	1	0
Leromeca	0	0
<b>Total</b>	<b>36</b>	<b>24</b>

### Targets for 2024 :

- Review of the skills assessment process, including the reintroduction of People Reviews
- Regular assessment (at least once a year) of individual performance
- Measures to encourage internal mobility

### 3. Ensuring diversity and equal opportunities

The SPHEREA Group is committed to developing a corporate culture based on:

- Gender equality in career paths,
- Integration of disabled employees.

#### A) Equal opportunity for all employees

Entity	Women	Men
SPHEREA T&S	76 women	275 men
GET Electronic	15 women	63 men
BRIDGELEC	6 women	12 men
ARCALE	6 women	38 men
P+	11 women	33 men
Sysmeca	1 woman	14 men
Leromeca	1 woman	6 men
SPHEREA UK	7 women	26 men
<b>Total</b>	<b>116 women</b>	<b>441 men</b>

**Key Performance Indicator:** A score of **89/100 on the M/F Equality Index in 2023**, compared with 86/100 in 2022 (for SPHEREA T&S)



With a score of 89/100, the employer is not required to set improvement targets, but this does not prevent SPHEREA T&S from considering improvements on this indicator for the coming years.

NB: Our French subsidiaries Bridgelec, Arcale, P+, Sysmeca & Leromeca are not concerned by this obligation. In the case of GET Electronique, the M/F equality index could not be calculated (valid group headcount less than 40% of total headcount).

The increase in the first indicator is linked in particular to the 0.4% budget for specific individual "Equal Opportunity" increases decided as part of the 2023 Salary Policy. This budget has been doubled compared with 2022 and has made it possible to deal with individual situations linked to Professional Equality. It primarily covered actions to promote women, but also to regularize pay discrepancies.

By 2023, the company's female workforce will be growing faster than its male workforce. The proportion of women in the company's workforce will increase slightly to 22%, with growth among managers. However, the

male workforce will still represent more than three-quarters of the workforce in 2023, at 78% versus 79% in 2022.

#### Targets for 2024 :

- Further improve our gender equality index
- Participate in information and awareness-raising initiatives within schools and the Toulouse ecosystem to promote technical professions to young women and girls.
- Increase the mix in technical functions: raise the rate from 14% to 20% by 2029 and to 28% by 2034.

Objective for 2025: Implement an anti-discrimination and equal opportunities policy (or "diversity agreement") at SPHEREA T&S.

## **B) Integration of staff with disabilities**

*Legal reminder: Any public or private company with at least 20 employees is required to employ, on a full-time or part-time basis, disabled workers in a proportion of 6% of the company's total workforce.*

*Establishments that do not, or only partially, meet this obligation must pay a contribution to the fund for the professional integration of disabled people.*

*The "mandatory declaration of employment of disabled workers" must mention the actions taken by employers to employ disabled people. The information contained in this declaration is:*

- *the company's workforce covered by the employment obligation;*
- *the number of beneficiaries of the employment obligation (recruitment of disabled people);*
- *the number of contracts concluded with an adapted structure (subcontracting, supply or service contracts) or with a disabled self-employed worker;*
- *the implementation of a collective agreement for the employment of disabled workers.*

To ensure compliance, the text provides three solutions:

- Recruiting people with disabilities,
- Pay a contribution to the *fund for the professional integration of disabled people*.
- Subcontracting to adapted companies.

#### FOCUS on BRIDGELEC, an adapted company

Created in April 2016, the BRIDGELEC adapted company was born of the SPHEREA Group's desire to adopt a responsible and social approach around the professional integration of people with disabilities. In this way, SPHEREA contributes to equal rights and opportunities for all, values it holds dear.

Its service offering focuses on three main areas: systems engineering, electronic, electrical and wired cabling, and electronic repair. BRIDGELEC combines a formidable social project with technical and economic performance. "*By calling on our services, you are taking part in a formidable social project combining technical and economic performance*".

As an Adapted Company, BRIDGELEC is committed to employing a minimum of 55% of disabled employees, enabling them to carry out their activity in adapted conditions.

Significant indicator for BRIDGELEC: 70% of employees with disabilities

A Roadmap 2024-2026 was drawn up in November 2023. The associated actions were launched at European Week for the Employment of People with Disabilities 2023.

We have detailed it below:

## **BUILDING OUR POLICY**

- Draft a communication on the rights of "recognition of disabled worker status employees"
  - Legal
  - Conventional
  - By entity
- Create a dedicated space to centralize rights holders and other related information
- Set up annual monitoring of "recognition of disabled worker status employees"
- Create a "HandiWelcome" process for all our French sites
- Support the opening of our supplier panel to adapted companies (% to be determined by the CSR committee)
- Include disability in our recruitment policy
- Study the standardization of rights for "recognition of disabled worker status employees"
- Carry out an assessment of medical teleworking and study the possibility of extending it to disabled worker status employees and family carers.
- Benchmark disability agreements and study the possibility of a SPHEREA agreement.

By the end of 2026, to have achieved 4 fixed-term contracts within the group with BRIDGELEC with transformation into permanent contracts.

## **SENSITIZE**

- Conduct a survey : objectives: "Desacralize HANDICAP".
- Include a compulsory workshop on "DISABILITIES" in the integration program / game format
- Run a "HANDICAPS" workshop once every six months on a voluntary basis / game format = Managers
- Hold a "HANDICAPS" workshop once every six months on a voluntary basis / game format = open to all
- Choose an annual event during "European Week for the Employment of People with Disabilities week": Duo Day for example.

By the end of 2024, to have anchored knowledge of Disability among employees.

## **BE IDENTIFIED and COMMUNICATE**

- Position yourself as a Handi Welcoming company, both internally and externally

- Create a dedicated space on the new intranet
- Identify a committee to which we would like to belong

By the end of 2024, join and be recognized by the "Activator of progress" business community (activeurdeprogres.fr).

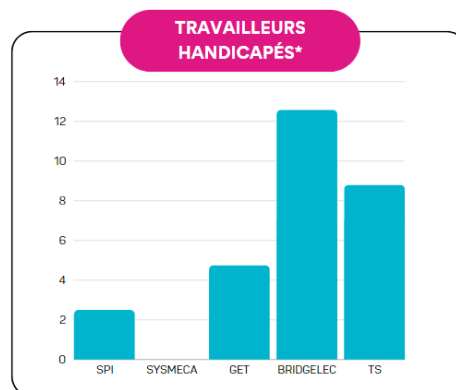
## **COMPLYING WITH REGULATIONS**

- Comply with "mandatory declaration of employment of disabled workers" declaration requirements

By the end of 2026, no longer have a group entity liable for the fine (payment 2026 - declaration 2025)

SPHEREA T&S has been below the legal threshold for the employment of disabled workers for the past 2 years. The average annual headcount of disabled workers is 12, compared with the requirement of 18.

Number of disabled employees at SPHEREA France (full-time equivalent):



## **CONCLUSION DIVERSITY SECTION**

Medium-term objective: Improve our diversity policy through various actions:

- Specific measures for the integration of disabled employees,
- Measures to promote equal pay in the workplace,
- A whistle-blowing procedure for discrimination and harassment issues,
- Measures to promote an inclusive environment for minorities (particularly ethnic or gender-based),
- Measures for the integration of seniors,
- Resolution or mediation procedures in place for identified cases of discrimination and/or harassment (through the use of a social worker).

## 4. CSR France collective actions

Within SPHEREA France, a CSR collective was set up in October 2023. Following a call for ideas, fifteen were selected to be implemented by 90 active members.

A look back at the highlights:

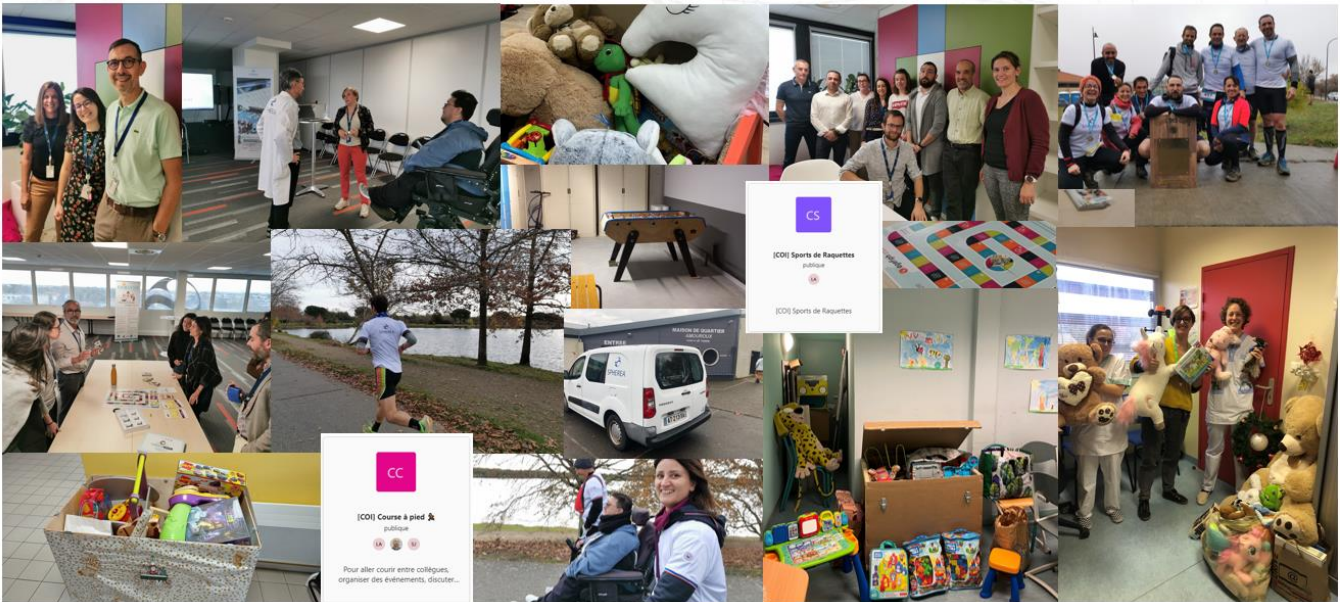
- *February 15, 2023*: launch of the 4 thematic workshops selected during the Information 2022 meetings,
- *September 19, 2023*: Voting opens. The discussions and reflections led to a panel of 30 ideas,
- *October 9, 2023*: close of voting with 260 participants | 3436 votes | 291 volunteers across all our French entities,
- *October 16, 2023*: announcement of the 15 selected ideas,
- *November 21, 2023*: 1st meeting of the new France CSR Committee.



Among the volunteers, we have identified a leader. His/her role is to lead a working group and turn the idea into action:

- Challenge Inter Entreprises | « Courir la Ramée pour l'AFM » - Téléthon : 1560 participants | 95 companies | + 11 000,00€ donated
- Challenge Inter Entreprises | "Trail des Oufs pour Hôpital Sourire" : SPHEREA is the 1st company to bring home the shield | + 7500,00€ donated
- Toy drive for the « Centre Médico-Psychologique Enfants Lavour » / Emmaus France La Hague et Montauban / L'APSAR Toulouse / HAD Clinique Pasteur
- Disability Forum
- 3 Sports communities of interest
- Eisenhower foosball table reinstalled
- Purchase of games for break times
- 1st FORUM School with a female/male pairing at EPITECH









## NOS RUCHES

Depuis **Juillet 2023**, SPHEREA GROUP parraine les ruches de Osama AHLASA à **Rabastens(81)**.

Ce sont **100 pots** de miels qui vont **être offerts à nos clients** en cette fin d'année!

The SPHEREA Group is committed to protecting the environment. That's why we sponsor Osana AHLASA's beehives in the Tarn region (Rabastens, 81), contributing to the preservation of bees.

Objective 2024: Transform the 15 ideas into action throughout the year.

# PART 2 - OUR ENVIRONMENTAL CHALLENGES

The SPHEREA Group carries out its activities with a constant concern for the environment.

## 1. Group environmental policy

To limit its impact on the environment, SPHEREA has had an Environmental Management System (EMS) in place since 2007, in line with ISO 14001:2016 and current regulations.

**100% of SPHEREA T&S sites are certified.** A special effort is being made at all our subsidiaries to achieve ISO14001:2016 certification.

Medium-term objective: ISO 14001 compliance for all Group subsidiaries.

Our EMS is based on the following environmental policy applicable to the entire SPHEREA Group :

 <p><b>Develop environmental practices</b></p> <p>Provide products and services compliant with environmental requirements (legal and contractual) through all phases of the product lifecycle and design &amp; develop products with eco-conception.</p>	 <p><b>Efficient of natural resources</b></p> <p>Use materials and energy efficiently to reduce our reliance on and conserve natural resources.</p>	 <p><b>Prevent risk of pollution and reduce ghg emissions</b></p> <p>Minimize any emissions that contribute to climate change / global warming, compensate remaining emissions and prevent any pollution to the environment.</p>	 <p><b>Promote this environmental policy</b></p> <p>Working with our suppliers and sub-contractors so they give due consideration to the reduction of any significant environmental impacts of their products or Services.</p>	 <p><b>Reduce waste, recycle more</b></p> <p>Minimize waste production, increase the segregation of waste and maximize the reuse or recycling of materials.</p>
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*SPHEREA applies the E-R-C method: Avoid, Reduce, Compensate.*

We believe that you should always seek to avoid generating a negative impact, before seeking to reduce it, and only as a last resort should you consider offsetting it.

The aim is to adopt a logical approach to impact reduction, prioritizing sobriety before considering alternative solutions, and compensation as a last resort.

### Our medium-term avenues for improvement:

- Reduce our CO2 emissions (Scope 1 and 2) and offset them to achieve carbon neutrality
- Reducing CO2 emissions from freight transport
- Greening our vehicle fleet (percentage of vehicles with emissions < 123g CO2/km)
- Reducing hazardous waste
- Eco-design as many of our products as possible
- Increasing our consumption of clean energy
- Increase the proportion of sustainable raw materials in our products

Objective for 2024: offer a Climate Fresco workshop at a Group-wide event.

Medium-term objective: to train Climate Fresco workshop leaders for each of the Group's sites.

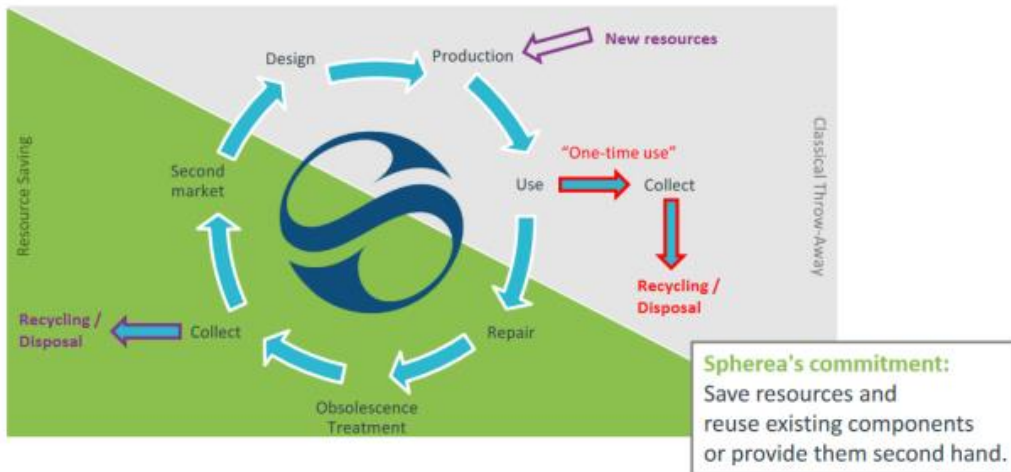
## 2. Environmental management and waste management

Electronic component processing/waste management :



SPHEREA complies with REACH regulations for the treatment of chemicals and RoHS 2 & 3 for substances classified as hazardous.

Our circular economy approach:



Every day, SPHEREA engineers develop new products for SPHEREA customers.

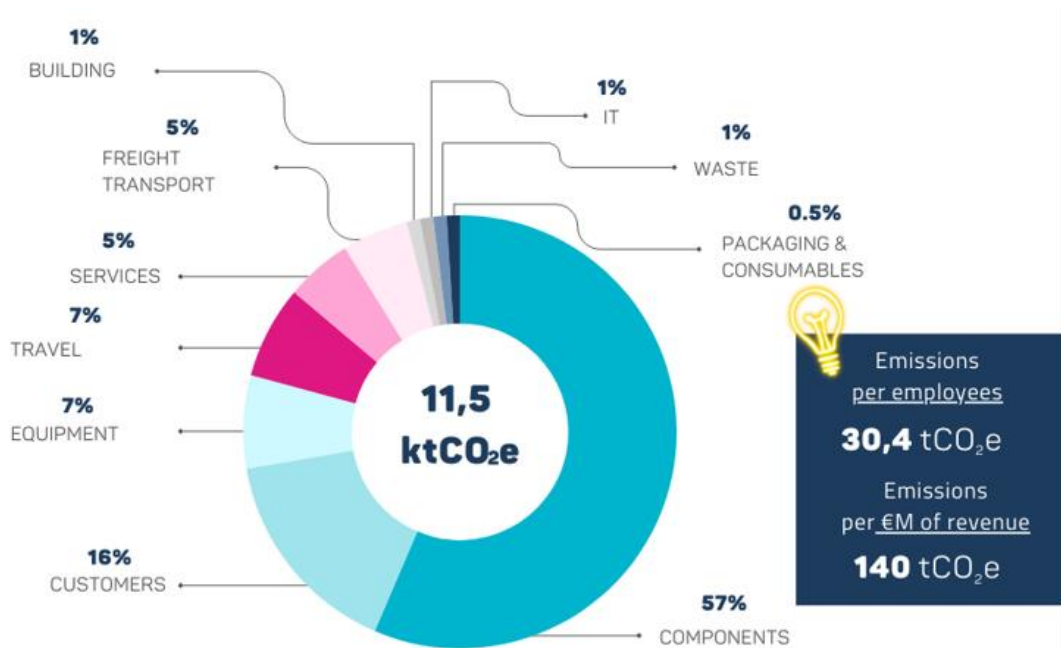
Test systems are often used for years or even decades. This means that individual components can no longer be repaired or purchased. To avoid scrapping equipment, SPHEREA offers intelligent solutions for replacing components without affecting the testing task of the overall system. For old equipment that can no longer be used, SPHEREA offers its customers the opportunity to find interested parties who can continue to use the old equipment. This is an active contribution to the circular economy.

### 3. Our carbon footprint



SPHEREA T&S called on Carbometrix to carry out its carbon assessment :

#### 2023 Carbon footprint by category :



Emissions per employees  
**30,4 tCO<sub>2</sub>e**  
Emissions per €M of revenue  
**140 tCO<sub>2</sub>e**



\*In accordance with GHG Protocol Corporate Accounting and Reporting Standard

Since 2021, SPHEREA T&S has been working to reduce its carbon footprint. Carbon emissions constitute a Significant Environmental Aspect (SEA) and are tracked on the company's performance.

*On which themes have we taken action since 2021?*

Scope 1 and 2 :

- Acceleration of our eco-design approach deployed since 2016 through the systematic implementation of Life Cycle Analysis for the products in our offering,
- Increased use of renewable energy sources,
- Reduce our consumption of energy and raw materials,
- Conversion of the company's vehicle fleet to hybrid/electric models,
- Early shutdown of air-conditioning during the off-season, delayed start-up of heating systems, and awareness-raising on eco-responsibility through simple, effective actions.

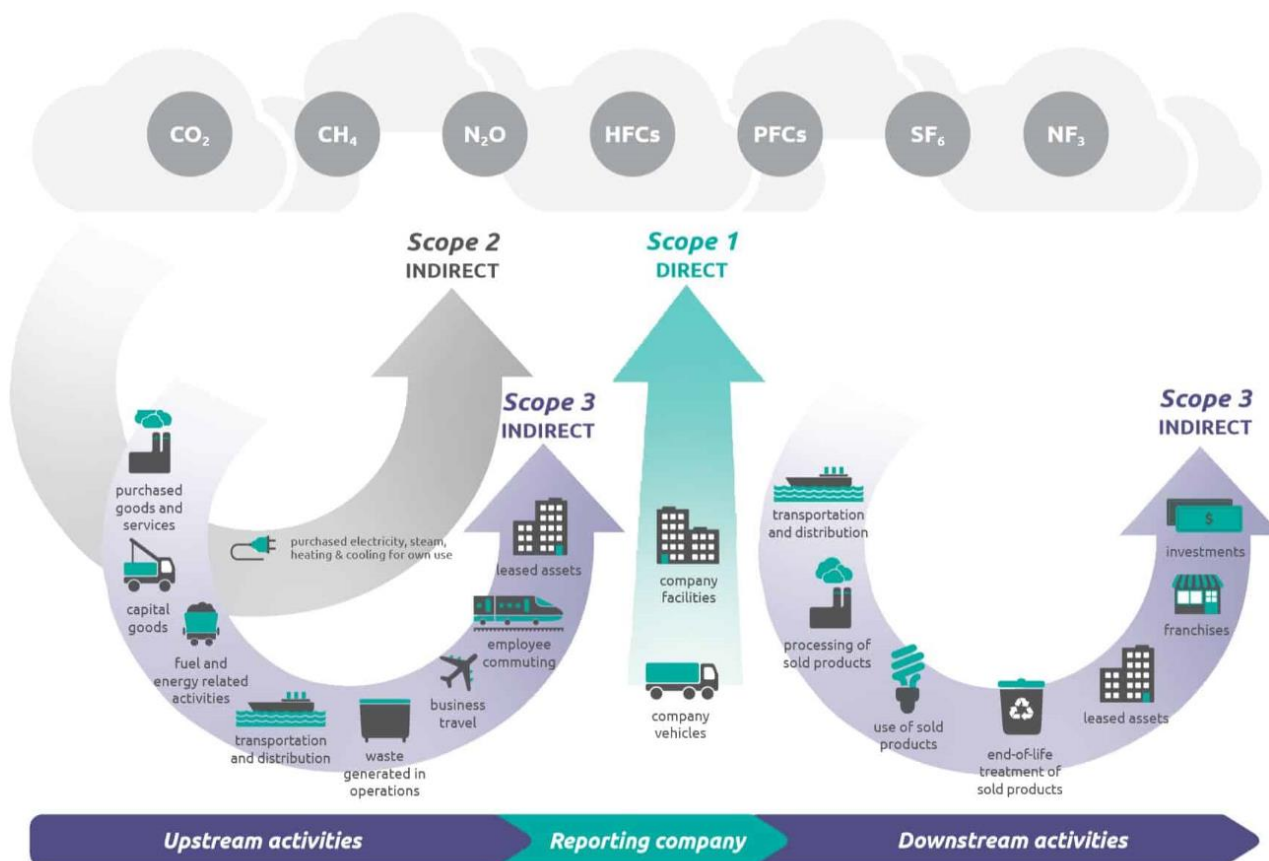
Scope 3 :

- Prevent the risks of pollution associated with our activity: achieve "zero landfill waste" by implementing recycling and/or waste reduction initiatives,
- Supplier awareness and commitment formalized in our Quality Environment Safety Clauses,
- Give preference to local suppliers,
- Development of soft mobility
- Acceleration of our eco-design approach deployed since 2016 through the systematic implementation of Life Cycle Analysis for the products in our offering;
- Sustainability of our products and/or third-party products, considering the current shortage of components.

Medium-term courses of action:

- Training employees in energy saving/climate actions
- Consuming or generating renewable energy
- Reduce energy consumption of IT infrastructure

Objective for 2030: SPHEREA T&S aims to reduce its carbon footprint by 10% on scopes 1 and 2 of the GHG protocol by 2030.



[ZOOM on SPHEREA GmbH and its commitment to carbon offsetting :](#)

At SPHEREA GmbH, the aim is to reduce Scope 1 & 2 emissions by 21%, in line with the objective of limiting global warming to 1.5°C. The main emissions have been offset by climate certificates since 2020. The projects supported by the certificates are selected on the basis of their support for the United Nations Sustainable Development Goals (UNSDG). SDG 8 (Decent Work and Economic Growth) has received particular support.

The company has chosen three projects on three different continents. For the years 2019 to 2023, climate positivity has been achieved by supporting projects in Argentina, Chile and Vietnam. These projects use three different methods (wind power, bioenergy, hydropower). The economic efficiency of these projects has enabled SPHEREA GmbH to double its offsetting efforts. In 2023, the company is inviting its employees to participate in this process.

Since 2020, SPHEREA GmbH has been renting land nearby and sowing a field of flowers in collaboration with a local farmer. The plants that grow will fix CO2 and provide food and shelter for animals. The principle and the commitment are described on a board set up so that walkers can find out about the project.

In October 2021, SPHEREA GmbH planted the trees of a 0.5-hectare climate forest comprising 1,635 trees in Nersingen. The forest will reduce CO2 emissions by around 6 tonnes per year. In addition to the contribution to the environment, this was a team event for SES employees to ensure the commitment not only of the management but also of the entire SPHEREA GmbH team. The project is supported by the mayor of the municipality of Nersingen and the Neu-Ulm nature conservation authority. As a medium-sized company, SPHEREA wants to set an example that everyone can contribute and hopes to inspire other companies to contribute to our future together with communities, towns and regions. Climate protection doesn't just have to mean hardship, it can also be a positive event for a company.



[Objective for 2025](#): Deployment of the Sustainable Mobility Package at SPHEREA T&S.

[Medium-term objective](#): Calculation of carbon footprint on scopes 1, 2 and 3 for all subsidiaries.

## 4. Our eco-design approach

In 2016, an eco-design approach was started on the SPHEREA T&S perimeter, aiming to make reuse the core of our business model.

As part of this approach, we have set up:

- **An eco-design questionnaire** :

What are the objectives of the questionnaire?

- Carry out an LCA (Life Cycle Assessment),
- Identify the technical areas to work on to eco-design a product,
- Determine the technical areas in which SPHEREA has the greatest impact.

The difficulty lies in the fact that each specification has its own requirements, and the parameters to be worked on are different for each product.

- **An eco-design guide**

*The challenges of eco-design :*

- Regulations (compliance)
- Lower production costs
- Increased energy performance
- Differentiation
- Maintainability (fewer breakdowns, easy maintenance)
- Long service life
- Maintaining product performance
- Innovation

- Noise reduction
- Weight/volume optimization
- Generic" design, getting closer to customer standards

Medium-term objective :

- Deploy eco-design as a tool for reducing energy consumption
- Optimizing the choice of materials from an environmental point of view
- Improving the recyclability and recovery of end-of-life products
- Use eco-design as a creative tool to innovate, improve product performance and stand out from the competition.

Significant indicator: 8 people trained in eco-design by 2023.

With a community of 19 people trained in the challenges of an eco-design approach, we aim to continue implementing this approach within the SPHEREA Group with new employees trained in 2023.

This new module highlights the arrival of the term "socio" in the title of the approach. Indeed, the approach will become efficient with all stakeholders on board.

2-day eco-design training course for 8 employees.

Target for 2024: Complete Life Cycle Analysis of 3 products.

Objective by 2030: Reach 90% of eco-designed catalog product developments (in our offer).



# PART 3 - OUR GOVERNANCE CHALLENGES

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## 1. Carrying out our missions with ethics and integrity

### A) Code of Conduct and Ethics

SPHEREA has drawn up a code of conduct and ethics that sets out the requirements for the SPHEREA Group's activities at both national and international level. The content of this code is relayed by internal procedures, and various awareness-raising measures are implemented in the entities.

The SPHEREA Group's ethical commitments are the subject of a continuous improvement process, resulting in specific requirements for our partners, suppliers and other stakeholders.

The principles of our Code of Conduct and Ethics cover the following areas:

#### A) Work environment and respect for employees

1. Non-discrimination and respect for the individual
2. Decent working conditions, protection and safety
3. Personal data protection

#### B) Commercial practices and business ethics

1. Sustainable business relationships
2. Preventing corruption
3. Gifts and gratuities
4. Conflicts of interest
5. Money laundering and tax evasion
6. Anti-competitive practices
7. Fraud and deception
8. Export control
9. Modern slavery, human trafficking, child labor and conflict minerals
10. Customers, suppliers, partners and stakeholders

#### C) Asset and information protection

1. Accuracy of accounting and financial documents
2. Asset protection
3. Classified information
4. Respect for third-party information

All SPHEREA Group employees are encouraged to express any concerns they may have to their manager, Human Resources Department, Legal Department or Group line manager.

In addition, any SPHEREA Group employee may report a breach of the Code to the Legal Department or by e-mail [ethic@spherea.com](mailto:ethic@spherea.com), as described in the current whistle-blowing procedure.

In accordance with legal requirements, the whistle-blowing procedure guarantees strict confidentiality of the identity of the person(s) making the alert, of the persons concerned by the alert and of the information gathered by all those receiving the alert.

[Objective for 2024](#): Set up anti-corruption training/awareness programs for the employees most concerned.

## **B) Raising awareness of cybersecurity**

From early 2024, the IS team aims to run a cybersecurity awareness program for all new subcontractors, with a general presentation followed by e-learning and then a quiz.

SPHEREA is part of the Defence Industrial and Technological Base and, as such, may be particularly exposed to cyber-attacks.

Periodic employee awareness-raising is also a requirement for our certifications and insurance contracts.

This awareness-raising initiative has several objectives: to remind people of the challenges, threats and risks involved, and to disseminate good IT hygiene practices.

[Objective for 2024](#): Implement a cybersecurity awareness program for all new arrivals.

[Medium-term objective](#): Over 95% of SPHEREA Groupe network users trained every two years.

## **2. Implementing a responsible purchasing policy**

Our responsible purchasing policy is embodied in a Responsible Purchasing Charter drawn up by our purchasing team. This Charter was drafted in June 2021, in French and English versions.

This charter invites SPHEREA's strategic suppliers to commit to : working conditions (health, safety and respect for human rights, modern slavery, human trafficking and child labor), ethics (fight against corruption, fraud and deception, anti-competitive practices, gifts and gratuities, conflicts of interest, money laundering and tax evasion), sustainable development (environmental regulations, waste management, reduction of greenhouse gases, protection of biodiversity) and information protection (confidential and sensitive information, import and export, reliable archiving, intellectual property, IT security and personal data).

In the event of non-compliance with the provisions of the Charter, SPHEREA reserves the right to suspend business relations with suppliers and to take corrective measures.

[Objective achieved](#): Implementation of a Responsible Purchasing Charter, signed by all our strategic suppliers.

[Objective for 2024](#): Include provisions on conflict minerals in our Responsible Purchasing Charter.

[Key Performance Indicator](#): 0.01% of suppliers in high-risk zones (corruption & human rights)

## **3. The Group's Ecovadis certifications**

To measure our performance and progress, we call on ECOVADIS, experts in Corporate Social Responsibility.

For several years now, the SPHEREA Group has been working on various CSR themes such as well-being in the workplace, the environment and responsible purchasing, and these efforts have already borne fruit: in 2020, the SPHEREA Group's commitment to CSR earned us the ECOVADIS silver medal.

In 2023, our various sites will achieve the following ratings, which correspond to "silver" certification:

- **SPHEREA UK** (United Kingdom) scores **67/100**
- **SPHEREA GmbH** (Germany) scores **62/100**

- **SPHEREA T&S** (France) scores **60/100**

SPHEREA GmbH claims to be among the 17% of companies assessed by ECOVADIS with the highest level of sustainability. SPHEREA T&S is in the top 12% of suppliers evaluated by ECOVADIS in the same sector.

[Medium-term objective](#): Obtain certification for all SPHEREA Group entities

## CONCLUSION - OUR CSR CHALLENGES FOR 2024

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For 2024, the SPHEREA CSR team will have several challenges to meet:

- The structuring of a Group CSR team (recruitment of a CSR Director + Group CSR Manager);
- Prepare for regulatory changes in non-financial reporting: launch of the CSRD compliance project (work on the dual materiality of our ESG issues).

### [Our goals for 2024](#)

- Carry out a double materiality analysis of ESG issues in compliance with the CSRD standard,
- Further improve the identification of our extra-financial challenges and risks: set clear, ambitious targets and monitor them regularly and transparently,
- Identify all local CSR initiatives and analyse what can be shared and piloted at Group level.

With this first report for the year 2023, the SPHEREA Group demonstrates its commitment to corporate social responsibility (CSR) by listing all the actions already taken and highlighting the sustainable and ethical practices integrated into all its activities.

The various initiatives taken by all the Group's entities have helped to reinforce its positive impact on the environment, society and the economy, while sustaining our growth and innovation.

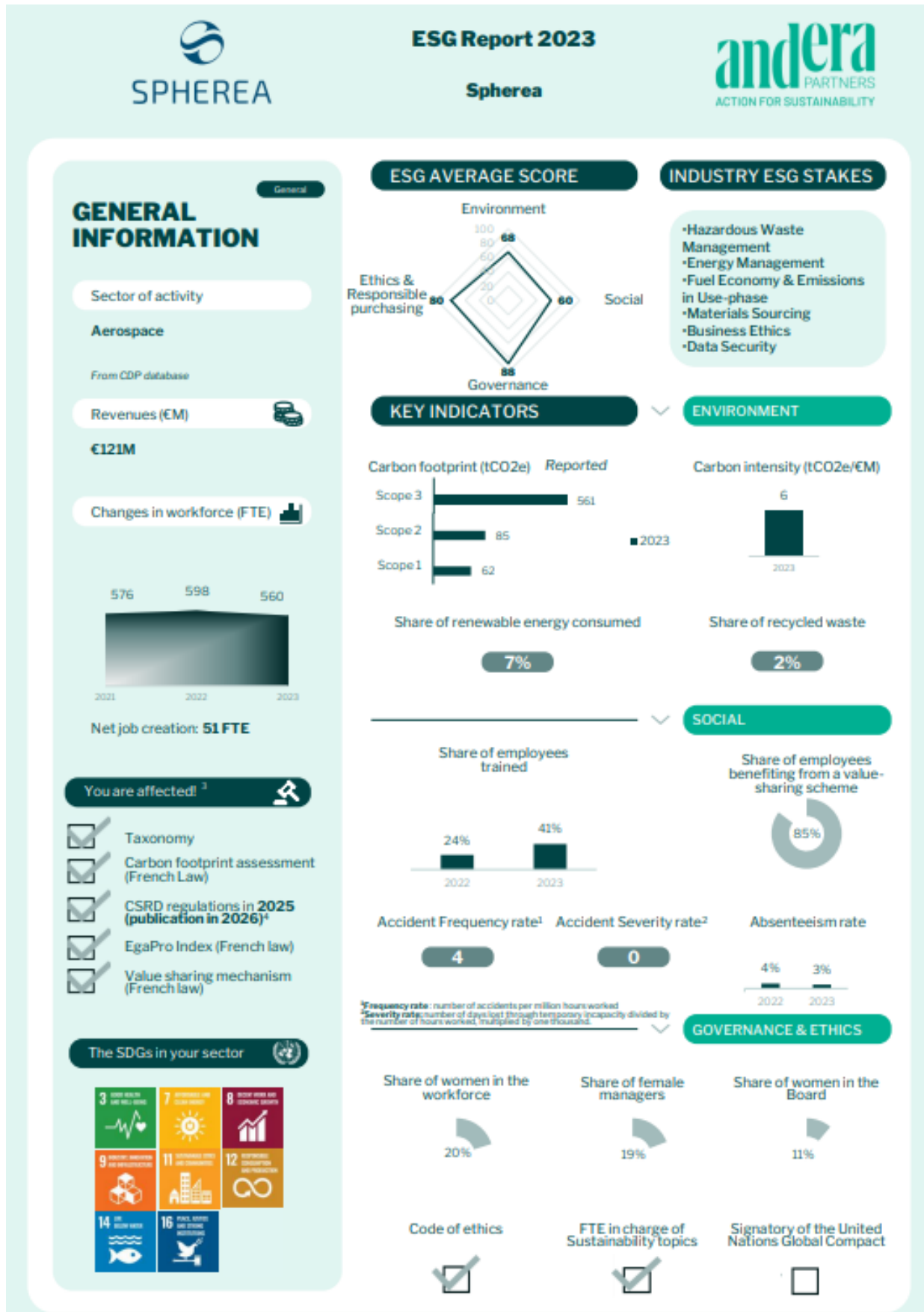
There's still a lot to be done and a lot of progress to be made, but our efforts in sustainable development have resulted in targets achieved in the three areas of E, S & G, as well as increased transparency in our operations.

In the years to come, we are determined to improve, innovate and adopt more responsible practices to meet the environmental, social and societal challenges of our time.

The SPHEREA Group is convinced that sustainability is essential to its long-term success and aims to be a leader in this field.

We would like to thank all our employees, suppliers, partners and customers for their support in our CSR continuous improvement process.

# Appendix: ESG Report 2023 - Andera Partners



## ESG Performance

### ENVIRONMENT



	2022	2023	Δ
Total GHG emissions (tCO2e)	n.c.	708	
Total energy consumption (MWh)	1 595	1 419	▼
Total energy production (MWh)	n.c.	0	=
GHG emission reduction targets	✓	✓	=
Water consumption (m3)	932	797	▼
Tonnes of hazardous waste generated	1	0	▼
Environmental policy	✓	✓	=
Activities with a negative impact on biodiversity-sensitive areas	X	X	=
Environmental litigation	0	0	=

### SOCIAL



Share of permanent workforce (%)	50%	89%	▲
Health & safety policy	n.c.	X	
Number of work-related injury	2	4	▲
Number of work-related fatalities	0	0	=
Training policy	✓	✓	=
Training hours per FTE	n.c.	22	
Anti-discrimination and equal opportunities policies	n.c.	X	
Gender equality in the workplace index	86	89	▲
Unadjusted gender pay gap	6%	7%	▲
Social incidents	n.c.	0	
Strikes during the year	1	0	▼
Implementation of a social survey among employees	n.c.	✓	

### GOVERNANCE



Share of independent members at the Board (%)	22%	22%	=
Share of women in the operational governance (%)	20%	25%	▲
Sustainability at the Board	X	✓	▲
Sustainability criteria in the management remuneration	X	✓	▲
Formalised Sustainability commitments	✓	✓	=
Certifications	✓	✓	=
Cyber security risk programme	n.c.	✓	

### ETHICS & PURCHASING



Code of Ethics/ Code of Conduct	✓	✓	=
Business ethics litigations	X	X	=
Compliance with the Global Compact principles	X	X	=
Violations of UNGC principles or OECD Guidelines for Multinational Enterprises	X	X	=
Responsible purchasing charter	✓	✓	=