



**STÜKEN  
MEANS MORE  
RESPONSIBILITY**

Corporate social responsibility report  
for fiscal 2022

**Table of contents**

- 1. From the management ..... 2**
- 2. Company policy and compliance principles..... 2**
- 3. Resilience of the business model ..... 3**
- 4. Materiality and stakeholder analysis ..... 3**
- 5. Sustainability strategy, goals and implementation ..... 4**
- 5.1 Environment..... 4**
  - 5.1.1 Climate management ..... 4
  - 5.1.2 Environmental protection and energy management ..... 5
  - 5.1.3 Conserving resources ..... 7
  - 5.1.4 Quality and product safety ..... 7
  - 5.1.5 Research and development, innovation management ..... 8
- 5.2 Social ..... 9**
  - 5.2.1 Occupational health and safety ..... 9
  - 5.2.2 Employee rights and job security ..... 9
  - 5.2.3 Equal opportunity, diversity and inclusion ..... 10
  - 5.2.4 Staff training, promotion and qualifications ..... 11
  - 5.2.5 Work/life balance ..... 12
  - 5.2.6 Social involvement and events ..... 13
- 5.3 Governance ..... 14**
  - 5.3.1 Compliance and anti-corruption ..... 14
  - 5.3.2 Responsible sourcing and respect for human rights ..... 15
  - 5.3.3 Data protection and IT security ..... 15
  - 5.3.4 Financial situation..... 16
- 6. Outlook ..... 16**

## 1. From the management

Businesses play a key role in society. They do so firstly as employers, but also by paying taxes and social security contributions. It is not only the companies that pay tax and social security – their employees do too. These taxes and social security contributions fund investments and extensive social services as part of government budgets. As companies operate in a competitive environment – in Hubert Stüken GmbH & Co. KG's case in a fierce international competitive environment – they are constantly driving innovation. In this way, they protect jobs and future earnings and help make society more prosperous in the medium and long term.

Hubert Stüken GmbH & Co. KG was established more than 90 years ago. The family company is owned by the third and fourth generations of its founder's descendants. The family's long-term focus is the basis for a long-term corporate strategy. Anyone who wants to pass their company on to the next generation in good shape will naturally be interested in creating/maintaining a good quality of life for future generations. In this respect, businesses such as STÜKEN make sustainable economic activity part of their corporate strategy.

As a leading provider of small, high-precision deep-drawn components, STÜKEN occupies a market niche. Collaboration with customers is shaped by long-standing partnerships, many of which have been maintained for decades. STÜKEN therefore observes its customers very closely and adapts to changing requirements. While customers used to focus more on quality, productivity and, later, environmental management, sustainability has been a requirement for some years now. This means that sustainability is integrated into STÜKEN's corporate strategy for the future more than ever before. The various layers of this strategy, goals and implementation are laid out in this corporate social responsibility report for the last fiscal year with reference to environmental, social and governance aspects.

## 2. Company policy and compliance principles

STÜKEN is a leading global supplier of innovative, precise deep-drawing and stamped parts and assemblies and offers excellent quality, safe processes and outstanding service. We provide beneficial solutions and make our customers successful. In doing so, we protect our environment in the long term. Ensuring compliance with statutory regulations and our own standards is at the heart of the STÜKEN management system. The STÜKEN management system is documented in the Management Manual and practiced by all employees. Through certifications and audits, official bodies regularly check compliance with our management system.

STÜKEN's success is based primarily on our stakeholders' trust. Compliance with legal and internal requirements is essential for maintaining trust, for the stability of the company and for further successful growth. Business policy that complies with the law and with our principles helps the company achieve success in the long term. Internal company regulations are set out in the STÜKEN Compliance Manual and together comprise the STÜKEN Code of Conduct (<https://stueken.de/unternehmen/compliance>). All employees are bound by and comply with the Code of Conduct. Managers and employees also receive regular compliance training. The STÜKEN Group's vision, mission, skills and values are reflected in its mission statement, which is binding for all employees.

In the National Action Plan for Business and Human Rights (NAP) passed in 2016, the German government published a fixed framework documenting the responsibility of German companies to upholding human rights in order to improve human rights worldwide and help work towards a level global playing field. Companies must respect human rights due diligence obligations and uphold human rights throughout their supply and value chains. We, Hubert Stüken GmbH & Co. KG and all subsidiaries, respect human rights and ensure they are upheld. This principle is a key element of the STÜKEN Code of Conduct (<https://stueken.de/unternehmen/compliance>).

The STÜKEN Group, including its subsidiaries worldwide, undertakes to comply with national social and labor legislation in the country in which we are based and to uphold international standards. This applies both to our business activities and to those of our suppliers, for whom we have corresponding requirements.

### **3. Resilience of the business model**

Hubert Stüken GmbH & Co. KG was founded in 1931 and is a family-owned company headquartered in Rinteln. As well as Germany, the Group now also has locations in the US, the Czech Republic and China. STÜKEN has more than 1,200 employees around the world and is a leading supplier of precise metal deep-drawing, stamped and formed parts and assemblies and plastic injection molding components. STÜKEN operates wherever high-quality solutions are needed. From automotive to medical technology, electronics and everyday appliances, STÜKEN supplies all areas of industry around the world and at a reliably high quality. This is built on an understanding of customer requirements, business processes that have been refined over many years and extensive technological expertise: from the first stage of construction to final assembly, from when the goods are received to when they are delivered.

STÜKEN is part of the supply chain for the international automotive industry in the majority of its business activities. The need for individual mobility has continued to grow in recent years. People in many countries still believe they have considerable catching up to do and so further growth is expected. There is general agreement that harmful greenhouse gases must be reduced. As a result, the supply of electric vehicles on the market has been increasing for several years. The development of more convenient drive and charging concepts and, not least of all, government support, has significantly expanded the market share of electric vehicles. This is accelerating the automotive industry's transformation to electric mobility, which entails considerable development and transition costs in a short period of time. In turn, this results in greater competitive and cost pressures on this global market. Through innovation and systematic improvements to production methods, STÜKEN is recognized as holding a leading position in the deep-drawing of small metal parts. This also applies to components used in electric cars. Other focus areas include components for systems that make driving safer and more comfortable. It will still be many more years before this transformation is complete. STÜKEN customers are therefore continuing to work on reducing vehicles' fuel consumption and improving their environmental footprint. Numerous STÜKEN products are used for this. As well as the automotive industry, STÜKEN also supplies a number of other sectors. Medical technology products play a growing role here.

In 2022, the supply industry had to contend with the ongoing chip shortage, as well as the Covid-19 pandemic. Russia's invasion of Ukraine made the situation even worse. All employees and managers worked consistently with great flexibility and initiative to find solutions to challenges that arose. The company's top priority was and remains ensuring that it could supply customers at all times and preventing production losses.

### **4. Materiality and stakeholder analysis**

This report was based on a materiality analysis carried out in order to identify relevant environmental issues that impact STÜKEN (outside-in approach) and the impact business activities have on the environment and on people (inside-out approach). The materiality matrix will be further refined in 2023 by fleshing it out at management and department manager level. The relevant issues were categorized by materiality and presented in the form of a matrix (see figure):

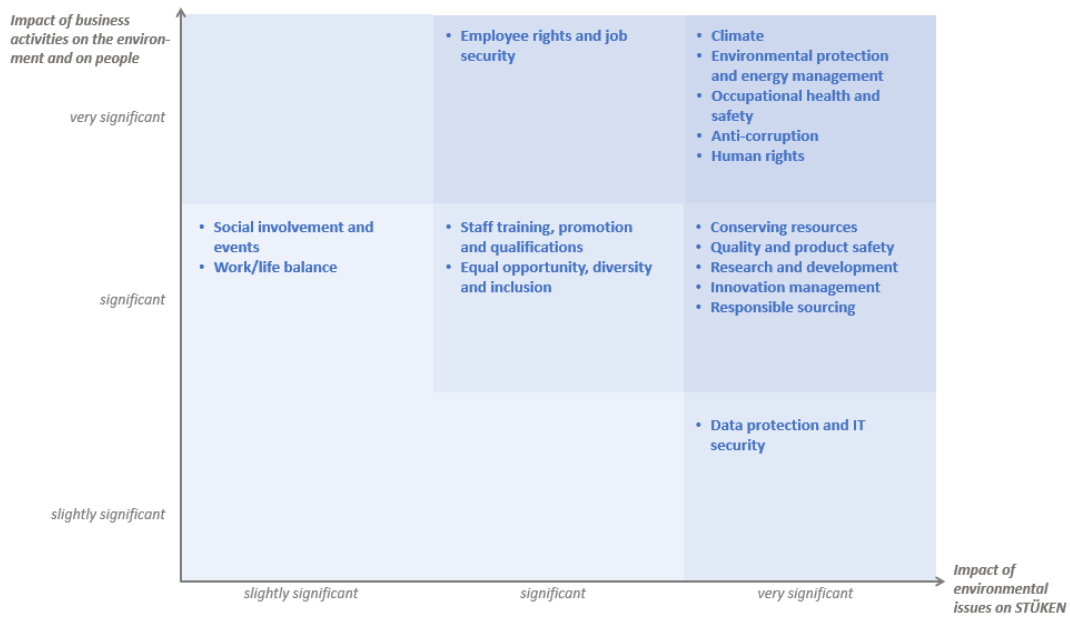


Figure 1: Materiality matrix

We report on the topics included in the materiality matrix in detail in the following sections **environment**, **social** and **governance**.

Headquartered in a rural region of northern Germany, STÜKEN plays an important role as an employer, a client for many suppliers, a service and trades company in the region and as a taxpayer. To better understand the interests and expectations of our stakeholders, Hubert Stüken GmbH & Co. KG carries out an analysis each year where it assesses legislators, lenders, suppliers, customers, employees and owners by considering their influence on the company, interests in the company and importance to STÜKEN. The main stakeholders in 2022 included the state, customers and owners. 2022 was also dominated by the energy crisis as a result of Russia’s war in Ukraine and the resulting political developments and so there was a particular focus on the global political environment in 2022.

## 5. Sustainability strategy, goals and implementation

### 5.1 Environment

#### 5.1.1 Climate management

##### STRATEGY

In the “Paris Agreement”, 195 states (including the Federal Republic of Germany) agreed to the goal of limiting the rise in global temperatures to 1.5°C and reducing harmful greenhouse gases. STÜKEN also believes it has an obligation to support meet the goals of the Paris Agreement. At the same time, it is expected to result in significant changes and supply chain risks for STÜKEN. In particular, this affects energy-intensive production processes in the metal working industry, which makes the products STÜKEN uses. As a metalworking company, STÜKEN buys high quantities of non-ferrous metals and aluminum as well as materials made from steel. The “strip material” is rolled to a specific size in rolling mills and coiled before being further processed. Given its high energy consumption, manufacturing in the steel industry alone is responsible for more than 7% of global CO2 emissions (source: IEA International Energy Agency – Iron and Steel Technology Roadmap (2020)). The use of steel is indispensable to today’s society (urban development, building PV plants, etc.) and global demand is trending upwards, not down. In view of its high share of global CO2 emissions, the steel industry is crucial to climate action. Steel-producing companies (partially with government support) have launched numerous projects to reduce CO2 emissions generated when making steel and other metals. STÜKEN is engaged in dialog with its suppliers and customers to discuss options for “CO2-reduced steel”. In addition, since 2020 STÜKEN has regularly considered the CO2 emissions caused by its own company processes, leading to the development of the “eco-cockpit” which has been available to interested parties since 2020. Overall, STÜKEN generated

total Scope 1+2 CO2 emissions of 9,224 metric tonnes of CO2e in 2022. Energy sources for internal combustion under Scope 1 accounted for just under 22% in 2022, with energy from external sources making up 78%.

**GOALS**

	Goal	Status: 2022
<b>Climate</b>	Complete PV plant in Rinteln South	In planning
	CO2 Scope 1-2 footprint – develop eco-cockpit	Completed
	Calculate Scope 3 CO2 footprint	In progress

**IMPLEMENTATION**

Work on planning and installing the photovoltaic plant at the Rinteln South location with an output of around 600 kWp is progressing as planned. The plant will be finished in the second quarter of 2023. Installing the plant is a first step in permanently reducing CO2 emissions at STÜKEN and also has the advantage of making STÜKEN more competitive despite rising energy costs.

In an active effort to reduce CO2 emissions, STÜKEN gave the green light for investments to save energy and produce PV electricity in 2022 and 2023, some of which have already been implemented. 18 charging stations for electric vehicles are also in operation on company premises.

In collaboration with suppliers, STÜKEN is preparing a report on its Scope 3 emissions, which is to be used as the basis for future projects to reduce CO2 emissions here.

**5.1.2 Environmental protection and energy management**

**STRATEGY**

Alongside high product quality, comprehensive environmental protection and efficient energy usage are equally important when it comes to safeguarding the company and its jobs. Our environmental (<https://stueken.de/unternehmen/energie-and-umweltmanagement/umweltmanagement>) and energy efficiency commitments (<https://stueken.de/unternehmen/energie-and-umweltmanagement/energiemanagement>) are available online on the STÜKEN website. Successfully meeting environmental and energy goals is possible only with the support of all our employees. As part of their work, they receive training on individual responsibility and how to be environmentally conscious and use energy efficiently at work. We view environmental protection and energy as a continuous improvement process. Our environmental management system is therefore regulatory monitored as part of the DIN EN ISO 14001 certification, with our energy management system assessed under DIN EN ISO 50001. The certificates are easily accessible on our website (<https://stueken.de/unternehmen/downloads>). Our high standards for environmental protection also extend to our suppliers.

**GOALS**

	Goal	Status: 2022
<b>Environment and energy</b>	Recycling waste heat from cleaning equipment	Completed
	Switching to LED lighting in halls 2 + 4	Completed
	Carrying out an emergency exercise involving environmentally hazardous substances	Completed

**IMPLEMENTATION**

In 2022, we once again demonstrated our considerable efforts in environmental and energy-related issues by passing the environment and energy recertification audits (DIN ISO 50001 and DIN ISO 14001).

A new chemical storage facility at the Rinteln site opened in 2022. This further improved safety when storing hazardous substances, bringing this in line with state-of-the-art standards, and improved fire safety. Safe use of hazardous substances is an essential aspect of our day-to-day work to protect our employees, the environment and the company. Residual materials are disposed by a certified waste disposal company. STÜKEN strives to minimize waste from the use of hazardous substances. Metal remains, plastics and other materials are recycled and thus returned to the cycle.

The energy crisis in the fiscal year resulted in some very expensive and high-emission purchases from energy suppliers to secure supply. To further step up energy-saving efforts, the company conducted “waste audits” in 2022 to identify areas with potential for further savings. As a result of the audits, heat recovery for the heating system was expanded and two production halls switched all lighting to LED and efficient usage control. The weekly Energy working group identifies other specific measures and projects in day-to-day business, implements these and ensures that all employees receive ongoing training on energy and energy saving.

Any production wastewater is treated and monitored in the company’s own wastewater facility and discharged into municipal utilities’ sewer system only with permission. An emergency exercise conducted last year simulated a major incident where pollutants are released into the sewer system. Carrying out these emergency exercises helps continually improve our processes. The key figure electroplating wastewater (liters/batch) rose slightly year on year in 2022 (see figure 2). This is still due to the Covid-19 pandemic and the fluctuations and, at times, personnel shortages that this entailed.

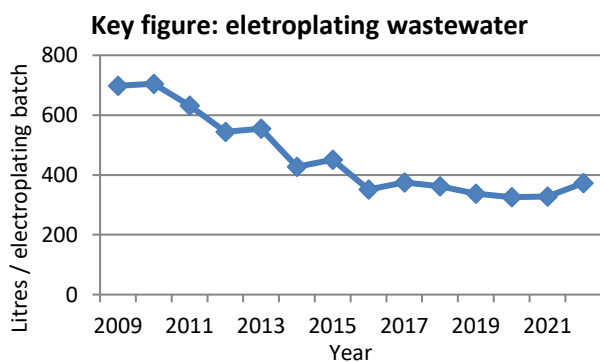


Figure 2: Key figure electroplating wastewater in liters per batch

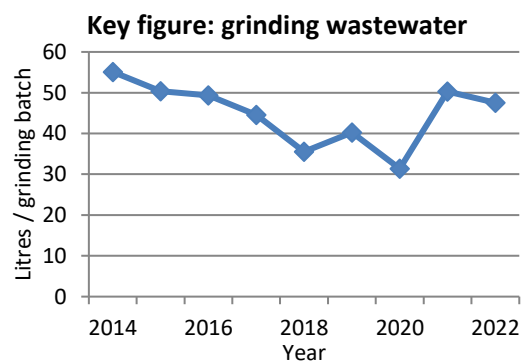


Figure 3: Key figure vibratory grinding wastewater in liters per batch

In contrast, vibratory grinding wastewater (liters/grinding batch) declined in 2022 (see figure 3). By modifying internal processes, the circulation water from the centrifugal systems can be used for longer and so is changed less frequently. Improvements were also made to the efficiency of water treatment.

By using state-of-the-art solvent cleaning equipment and swapping solvent plants for aqueous cleaning systems, solvent consumption was reduced by almost 75% compared to 2016 levels. The following graph (see figure 4) depicts the lower consumption at STÜKEN sites in Rinteln North (SRN) and Rinteln South (SRS):

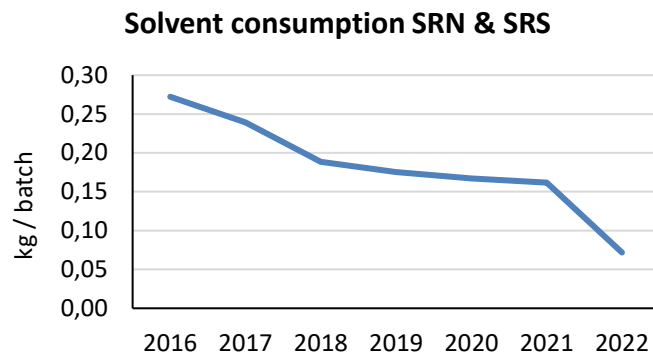


Figure 4: Solvent consumption in kg per batch for the Rinteln North and South sites

As anticipated in the last report, solvent consumption again declined significantly in 2022 as a result of renovating a cleaning system.

### 5.1.3 Conserving resources

#### STRATEGY

In today's "throwaway society", it is of vital importance that we make careful use of available resources. Our highly-efficient production technologies such as deep-drawing and stamping are the key to conserving these resources. Both processes use small quantities of materials and energy. This allows us to conserve resources with a view to the future and minimize our environmental impact. Recycling also plays a key role in sustainability. Whenever possible, materials are reused at STÜKEN.

#### GOALS

	Goal	Status: 2022
<b>Conserving resources</b>	Reuse 100% of metal scrap	Completed
	Pilot project: reduce use of deep-drawing oil	In progress

#### IMPLEMENTATION

Compared to cutting processes, the deep-drawing process achieves higher production output while keeping energy consumption just as low thanks to high stroke rates and multi-stage manufacturing. Our goal is always to maximize material utilization to protect the environment and conserve resources. Remaining metal and scrap are separated as well as possible and reused.

A pilot project to reduce the use of deep-drawing oil was launched in April 2022. The result of the project was trialed on a press and is to be expanded.

STÜKEN delivers most of its goods in packaging stipulated by the customer. This includes disposable packaging (bag-in-box). In accordance with the German Packaging Act (*VerpackG*), STÜKEN customers have the option to return the disposable packaging and have it professionally disposed of. We recommend that our customers use reusable containers if these meet better sustainability criteria. Considering the sustainability of the packaging used is important to us.

Hazardous waste is disposed of by a limited number of specialist and certified providers. We regularly prepare the reports and supporting documents required by authorities relating to waste disposal.

### 5.1.4 Quality and product safety

#### STRATEGY

We view the quality of our products as a strategic success factor. Through systematic processes and timely planning of all activities, we ensure that our own and the customer's requirements for STÜKEN products,

projects and contracts are met. We aim for zero-defect quality to ensure maximum customer satisfaction. To fulfill these requirements, we had our quality management system certified under IATF 16949 (<https://stueken.de/unternehmen/downloads>). The STÜKEN Quality Policy and Principles can be found on our website (<https://stueken.de/unternehmen/qualitaetsmanagement>). To meet the specific requirements for medical technology, STÜKEN is also certified according to DIN EN ISO 13485 (<https://medical.stueken.de/>).

**GOALS**

	Goal	Status: 2022
<b>Quality and product safety</b>	Successfully complete IATF16949 monitoring audit	Completed
	Successfully complete DIN ISO 13485 monitoring audit	Completed

**IMPLEMENTATION**

The effectiveness of the STÜKEN quality management system is regularly evaluated and improved through internal and external audits. All activities aim to prevent defects in the processes. We provide information and training to continuously strengthen and promote individual responsibility of our employees for quality awareness.

**5.1.5 Research and development, innovation management**

**STRATEGY**

Unlike most of its competitors, STÜKEN has its own research and development (R&D) department. The company also maintains close contact and collaborates with many universities and research institutions (e.g. Fraunhofer) to ensure that it is always up-to-date with the latest developments in fields relevant to STÜKEN. The goal of R&D activities is to continuously refine the technical processes used and, in some cases, explore brand-new processes and materials. In turn, this allows the company to offer customers new and more efficient or more competitive solutions. Our aim here is to secure the future of the company and its jobs. For many years, STÜKEN has also operated an innovation management system with the goal of developing ideas for new applications for STÜKEN products and new technical processes that benefit customers. Based on megatrends, an interdisciplinary team analyzes ideas and suggestions and assesses the risks and opportunities. Ideas about conserving resources (environment, materials, energy) are frequently a starting point for new topics in innovation management.

**GOALS**

	Goal	Status: 2022
<b>R&amp;D and innovation management</b>	Project to reduce oily residual dirt ready for use	Completed
	Purchase a new scanning electron microscope	Completed
	Hold innovation workshop	Completed

**IMPLEMENTATION**

Numerous activities and research projects in the area of research and development were carried out in fiscal 2022, partially in cooperation with external universities and institutions.

In terms of sustainability, the series process for the deep-drawing of titanium was further refined and projects to reduce oily residual dirt were developed ready for use.

Alongside the regular innovation working process, an interdisciplinary innovation workshop was also held in fall 2022. The workshop addressed carbon neutrality, such as alternative drive technologies, as well as how to redesign internal processes to reduce the carbon footprint.



## 5.2 Social

### 5.2.1 Occupational health and safety

#### STRATEGY

The health and safety of our employees is particularly important to us. Meeting all statutory occupational health and safety requirements and in turn effectively preventing accidents and health risks is paramount. Both supervisors and employees are equally involved in improving occupational health and safety on an ongoing basis. Staff responsible for workplace health and safety help implement the measures required at their sites both in an advisory and in an active capacity. Interdisciplinary committees are responsible for promoting occupational health and safety issues. Regular information, inspections, training sessions and emergency exercises encourage all employees to take individual responsibility for health and safety. We also carry out regular risk assessments and draw up continuous improvement measures on the basis of these. Hazardous substances undergo an avoidability and substitution review before use and only those substances that present the lowest potential risk to people and the environment are used. The company complies with the legal requirements for hazardous substance management in collaboration with the occupational health and safety specialist and the supervisor responsible.

#### GOALS

	Goal	Status: 2022
<b>Occupational health and safety</b>	Key figure: Workplace accidents per 1 million hours worked ≤ 10	8
	Introduce corporate health benefits	Completed

#### IMPLEMENTATION

The occupational health and safety specialist keeps a record of workplace accidents throughout each fiscal year. The number of workplace accidents at STÜKEN measured by the number of hours worked has remained consistently low over time (see figure 5). In 2022, the number of workplace accidents per 1 million hours worked fell to an all-time low of 8. In absolute figures, STÜKEN has not reported more than 33 accidents in one year in the last decade (reportable and non-reportable accidents counted together).

**Workplace accidents per 1 million hours worked**

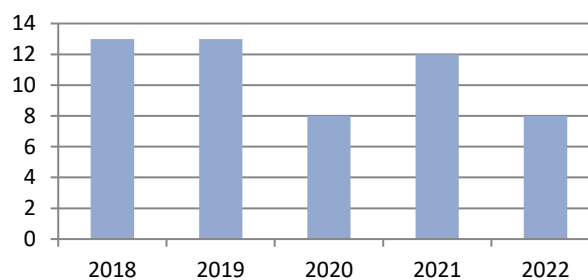


Figure 5: Workplace accidents per 1 million hours worked

Protecting and promoting our employees' health matters to us. Several groups (HR department, Works Council, staff) have expressed their desire for a company-funded fitness program in the sense of "corporate health benefits". This was launched at STÜKEN in Rinteln on January 1st, 2023 and gives employees access to more than 6,000 sport and fitness programs across Germany.

### 5.2.2 Employee rights and job security

#### STRATEGY

STÜKEN complies with the law and regulations. In particular, this includes upholding employee rights and complying with the German Works Constitution Act (*Betriebsverfassungsgesetz*). Compliance with legal requirements and established rules and regulations has always been a basic tenet of our strategy. STÜKEN's

employee representation takes the form of a Works Council elected by members of staff. The management and the Works Council discuss issues relevant to employees with each other. The Works Council is represented at Economic Committee meetings, in the representative body for disabled employees, the representative body for young people and apprentices and other committees. As a family-owned company, employee retention and avoiding high turnover is important to us at STÜKEN. Creating and protecting jobs is the cornerstone to establishing a solid, qualified workforce and, in turn, generating further growth at the company. For this reason, we actively work to ensure job security.

**GOALS**

	Goal	Status: 2022
<b>Employee rights and job security</b>	Share of employees with the company for 10 or more years $\geq$ 50%	64%
	Staff turnover $\leq$ 8% (industry comparison: 14.4%)	5.1%

**IMPLEMENTATION**

Creating and protecting jobs is extremely important to STÜKEN as a family-owned company. As one of the largest employers in the Rinteln and Schaumburg region, we want our employees to stay with us long term and so aim for very low turnover. This should also protect specific STÜKEN expertise at the company. Changes in employee figures (see figure 6) shows that the number of employees at the Rinteln site has remained stable over the last five years. Looking at the last ten years, staff headcount has increased by almost a third since 2012. 822 employees currently work in Rinteln.

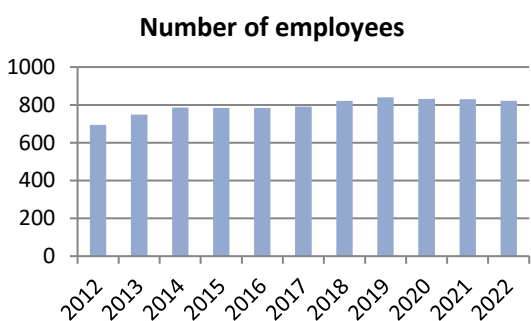


Figure 6: Number of employees at the Rinteln site

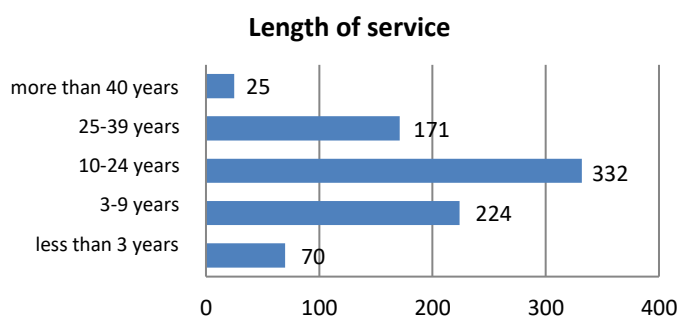


Figure 7: Length of service by age group

The turnover rate in 2022 was 5.12% (industry comparison for metal, electronics and steel sector: 14.4% (source: IW-Trends 03/2022)). As shown in figure 7, many employees have been at STÜKEN for many years. More than two thirds of employees have worked at the company for more than 10 years with some having been there for more than 40 years. Early succession planning protects against the loss of expertise as older staff retire. For this reason, we operate systematic long-term succession planning.

**5.2.3 Equal opportunity, diversity and inclusion**

**STRATEGY**

It is extremely important to STÜKEN’s shareholders and managing directors that STÜKEN and all employees comply with the law and that owners and managers act ethically. We comply with the German General Act on Equal Treatment (AGG). Fairness is one of the core values enshrined in our mission statement and how we interact with each other on a daily basis. We aim to achieve equal opportunity for all employees and oppose discrimination. The role of the representative body for disabled employees at STÜKEN is to represent the particular interests of employees at our companies with severe disabilities or who hold the equivalent status and to provide advice. We also work with a local workshop for people with disabilities on a permanent basis.

STÜKEN emphatically condemns all forms of sexual harassment or violence. We investigate any reports of such incidents and punish any such behavior. This is our stance internally and when working with our business partners. Our employees can report information confidentially through several channels at STÜKEN. We inform our employees of their rights under the German General Act on Equal Treatment.

**GOALS**

	Goal	Status: 2022
<b>Equal opportunity, diversity and inclusion</b>	Create workplaces adapted to the needs of all employees with severe disabilities (and those with equivalent status)	Completed
	Better communicate AGG criteria at the company	In progress
	Annual participation in the Girls' and Boys' Day	Postponed due to the pandemic

**IMPLEMENTATION**

There are employees from seven different countries at the Rinteln site. 5.47% of staff have a severe disability, a slight increase on the previous year (2021: 4.69%). Women make up a total of 13% of the entire company. In absolute terms, the number of women in business administration jobs is about the same as in trade/industrial positions (see figure 8).

**Percentage of male/female/other staff**

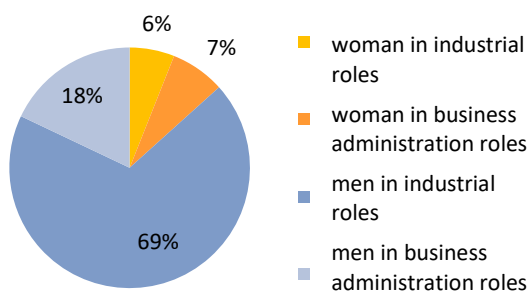


Figure 8: Percentage of male/female/other staff in business administration and industrial roles at STÜKEN Rinteln

**Percentage of male/female/other apprentices and students**

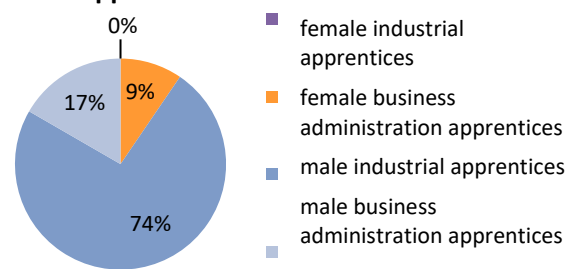


Figure 9: Percentage of male/female/other apprentices and students at STÜKEN Rinteln

STÜKEN employed a total of 42 apprentices in 2022 (including 4 students in dual study programs). As most of STÜKEN's very technology-focused apprenticeships are in what have traditionally been male-dominated fields, the majority of apprentices are male (see figure 9). STÜKEN is also attempting to recruit female apprentices by participating in the annual "Girls' and Boys' Day" and attending apprenticeship fairs. 9.5% (2021: 6%) of current apprentices are female. This increase has been seen in business administration roles. Unfortunately, the career exploration day for girls and boys did not take place in 2022 due to the pandemic. Preparations are already underway for 2023.

**5.2.4 Staff training, promotion and qualifications**

**STRATEGY**

Owners and managers believe they have a responsibility to create and maintain good working and living conditions. STÜKEN works towards these goals through its well above-average commitment to training and professional development. The requirements for companies and employees are rising as a result of globalization and Industry 4.0. For STÜKEN to remain competitive and successful in the future, our employees require certain skills. In view of this, we encourage specialist learning through internal training courses and external further training and professional development programs. To avoid losing expertise within the company, we carry out timely succession planning. We help young people start their careers by providing high-

quality apprenticeships at STÜKEN for a range of career paths with opportunities to stay on at the company after their training. We also offer dual study/training programs (in combination with a degree).

**GOALS**

	Goal	Status: 2022
<b>Staff training, promotion and qualifications</b>	Hire at least 10 industrial and 2 business administration apprentices	Completed
	“Experience technology” school pupil project	In progress

**IMPLEMENTATION**

In 2022, STÜKEN took on 15 apprentices as permanent employees at the Rinteln site. 4 employees also began further training through the STÜKEN scholarship. As of the reporting date, 10 employees were participating in a funded professional development program. The company’s age structure is balanced (see figure 10).

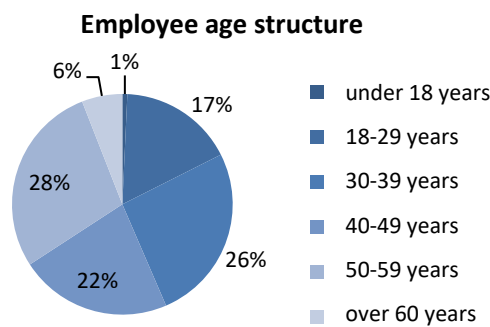


Figure 10: Staff age structure by age group

A total of 415 successful training sessions were held in 2022, 77 of which delivered by external parties. Internal training thus accounted for more than 81% of sessions. Overall, 472 training courses were offered.

To encourage school pupils to apprentice with STÜKEN, we offer internships and projects in collaboration with local schools. In the “Experience technology” project, pupils learn about skilled trades in several project stages and get to know STÜKEN as a family-owned business. This is particularly aimed at girls.

As well as apprenticeships, we also offer numerous internships. Over a set period of time, interns can get a taste of what a day in the life of certain professions really looks like. There were 40 interns at STÜKEN in 2022 (2021: 15).

**5.2.5 Work/life balance**

**STRATEGY**

STÜKEN encourages employees’ families to get involved through social events such as invitations to company parties with partners, family days with relatives and our traditional annual children’s Christmas party. We support the legal requirements for a good work/life balance and offer working hours models with reduced hours or the option to work from home.

**GOALS, GOAL ATTAINMENT**

	Goal	Status: 2022
<b>Work/life balance</b>	List of daycare centers in Rinteln	Completed
	Facilitate remote working	Completed

**IMPLEMENTATION**

Most STÜKEN employees work full time. To encourage a good work/life balance, STÜKEN employees have the option of a remote working model, which is also used by parents of small children. 5% of staff currently work

part time (see figure 11). Most STÜKEN employees work in industrial roles where shift work means that a part-time model is usually possible to a limited extent only. Figure 12 shows that far more men take parental leave than women in numerical terms. On average, however, women take more months of parental leave than men.

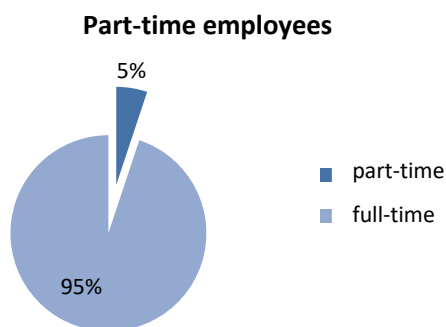


Figure 11: Share of part-time and full-time employees

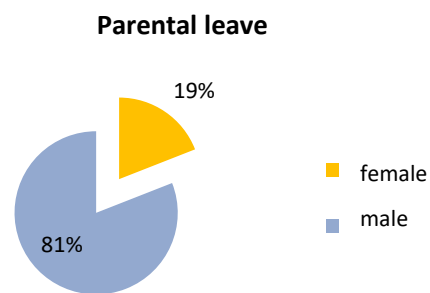


Figure 12: Female/male employees on parental leave

To tackle the spread of the Covid-19 virus and break chains of contact, almost all office employees worked from home entirely or for several days a week in 2022. The main purpose of this was to protect the health of all employees, but it also allowed parents more flexibility when daycare centers and schools were closed. STÜKEN’s company agreement on working from home in place since then generally allows our employees – where their work permits – to work from home on up to 10 days a month. As of the reporting date, 118 employees were taking advantage of this.

## 5.2.6 Social involvement and events

### STRATEGY

As a family-owned company, including our employees’ families is particularly important to STÜKEN. For this reason, we arrange a whole host of meetings and events to which employees and their families are invited. We also support society by granting a leave of absence to employees who do voluntary work so that they can carry out important jobs that benefit society as a whole (e.g. volunteer fire department, “Technisches Hilfswerk” (THW), voluntary work at charities and trade associations).

To protect our employees, STÜKEN provides a number of voluntary social benefits. These include various forms of occupational pensions and contributions to voluntary disability insurance.

As a long-term commitment to social projects, STÜKEN also supports non-profit organizations such as daycare centers, the fire department and “DLRG” through donations and sponsorships. STÜKEN has worked with other social projects and civic initiatives for many years, including the “Christel-Schwarz-Stiftung” and “Bürgerstiftung Schaumburg”. Promoting art and culture is also particularly important to us and so we have a long-standing partnership with “Kulturring” and the Eulenburg museum in Rinteln. STÜKEN managing directors and managers also volunteer on numerous industry and business bodies.

### GOALS

	Goal	Status: 2022
<b>Social involvement</b>	Support social projects through the Christel-Schwarz-Stiftung and provide information about funding opportunities	4 projects supported
	Donations and transport of goods to eastern Poland to help people fleeing Ukraine	Completed

### IMPLEMENTATION

We celebrated the company’s 90th birthday with all of our staff in 2022 after celebrations were delayed due to the pandemic. Our annual Christmas party with our employees’ children took place in December.

The Christel-Schwarz-Stiftung is a trust foundation set up within the Bürgerstiftung Schaumburg by the daughter of the company founder Hubert Stüken. The Christel-Schwarz-Stiftung works to support social projects in the region. It supported four new social projects in 2022.

Our focus is on more than just regular support for social projects. Watching the start of Russia’s war in Ukraine and the help urgently needed by people who had fled to Poland, it was clear to us that we wanted to do something, and quickly. Under the slogan “Ukraine – help from STÜKEN!”, we obtained more than EUR 20,000 of urgent relief supplies such as canned food, baby food, clothes and medicine. A forwarding agent, one of STÜKEN’s business partners, agreed to sponsor the project and transported the goods. In March 2022, two 40-ton trucks loaded with relief supplies arrived in Gdów, Poland. There, the goods were handed over to the local fire department, which transported them to the border.

## 5.3 Governance

### 5.3.1 Compliance and anti-corruption

#### STRATEGY

STÜKEN complies with the law and regulations. As described in section 2, all employees are bound by our Code of Conduct and receive regular compliance training. Anyone can directly report compliance violations to management. The STÜKEN Code of Conduct comprises the following guiding principles (the current version can be viewed at: <https://stueken.de/unternehmen/compliance>):

1. We conduct business exclusively within the framework of the applicable laws and regulations at home and abroad and value integrity and openness in our dealings with our business partners.
2. We handle confidential information and internal knowledge prudently and thus protect the interests of STÜKEN and our customers.
3. We support free and fair competition by complying with the applicable anti-corruption laws. Internally, we adhere to the four-eyes principle.
4. We maintain a professional business relationship with our customers and suppliers that is free of conflicts of interest. Business and private matters are separated.
5. As an employer, we rely on a working environment characterized by integrity, fairness, respect and equal opportunities.
6. We follow our principles of leadership and cooperation. They form a binding, globally valid framework of action for all employees and managers.
7. As an employer, we assume responsibility for the health and safety of our employees in the workplace.
8. As representatives of the company, we always behave professionally.
9. We behave responsibly and treat the company’s assets carefully, sustainably and confidentially.
10. We are committed to the sustainable protection of the environment.

#### GOALS

	Goal	Status: 2022
<b>Compliance</b>	Compliance training for all managers and employees with external dealings in 2023	In planning stage
	Introduction of an internal reporting office under the Whistleblower Protection Act	In planning stage

#### IMPLEMENTATION

No violations of the compliance principles at the company were reported in 2022. New compliance training for employees is currently being prepared and will be implemented by management in spring 2023. The training is

mandatory for all managers and, in particular, for employees with external dealings. The compliance training is repeated at regular intervals. In addition, planning is underway for the introduction of an internal reporting office under the German Whistleblower Protection Act.

### 5.3.2 Responsible sourcing and respect for human rights

#### STRATEGY

As part of STÜKEN supply chain management, we inform suppliers of our expectations in a range of areas. These include environmental policy, occupational health and safety, the Code of Conduct and compliance policy, use of restricted substance and chemicals and the ban on the use of conflict minerals (EU Conflict Minerals Regulation ((EU) 2017/821)). This aims to restrict financing of human rights violations and violence on conflict or high-risk areas. We expressly reject any form of child labor and human rights abuse. Measures implemented together with the suppliers identified aim to comply with laws that encourage the protection of human rights throughout the supply chain, support fair trade practices and protect the environment.

We regularly review compliance with these expectations as part of our supplier evaluation and supplier risk assessment (self-risk assessment and audits). In addition and as part of our environmental goals, we have clear guidelines for purchasing energy (electricity and gas) and have ongoing initiatives in place at all times to improve supply chain efficiency.

We aim to develop our supply chain primarily regionally (with some exceptions within the EU) and to simplify our supply chain by focusing the right resources on the right suppliers in order to reduce the supply risk and implement efficient measures to improve sustainability.

#### GOALS

	Goal	Status: 2022
<b>Responsible sourcing</b>	No audit deviations in relation to human rights, child labor or conflict minerals at suppliers	Completed

#### IMPLEMENTATION

We are transparent with our suppliers about our principles when it comes to upholding human rights and preventing child labor. We audit our suppliers and assess the following criteria: No child labor, no forced labor, compliance with workplace health and safety regulations and an obligation for suppliers to audit their own suppliers in the same way.

We conduct detailed risk assessments to approve new suppliers or as part of existing business relationships with our suppliers. Focus areas here include respect for human rights, the prevention of child labor and conflict minerals. All service providers are also required to comply with the minimum wage. Each year, supplier self-assessments are obtained from all existing suppliers, discussing and, where necessary, updating issues relating to human rights, child labor and conflict minerals. STÜKEN in Rinteln works almost exclusively with European suppliers, often in Germany itself. Standardized templates (CMRT Conflict Minerals Reporting Template) from the Responsible Minerals Initiative are used to collect information on the potential use of conflict minerals. These are reviewed and discussed. Proof of origin is required if a potential conflict material is used (tantalum, tin, gold, tungsten).

### 5.3.3 Data protection and IT security

#### STRATEGY

We care about protecting the personal data of our business partners, employees, customers, suppliers and other contacts. We comply with legal regulations and meet our obligation to provide information in accordance with Article 13 of the General Data Protection Regulation in our privacy policy (<https://stueken.de/datenschutz>) and where necessary in our day-to-day business. The data protection officer advises management on all issues related to the protection of personal data.

IT security plays an increasingly important role in protecting internal data and information against unauthorized access, deliberate or accidental changes or deletion. With cybercrime on the rise, we strive to protect our systems against hacker attacks as far as possible.

**GOALS, GOAL ATTAINMENT**

	Goal	Status: 2022
<b>Data protection and IT security</b>	No reportable data protection violations within the meaning of the GDPR	Completed
	No data losses due to hacker attacks	Completed
	Hold IT security training for all employees	Completed

**IMPLEMENTATION**

The company’s data protection officer supports and monitors data protection issues within the company and reports directly to management. The focus here is on protecting the personal data of data subjects and their rights within the meaning of the General Data Protection Regulation. There were no reportable data protection violations in fiscal 2022.

In times of increasing digitalization, IT/cyber security are also rapidly gaining in importance. Mandatory training was carried out for all employees at the Rinteln site in 2022 to raise awareness among staff members. In addition, external IT security experts regularly review our systems for potential security vulnerabilities.

**5.3.4 Financial situation**

As well as the environmental and social contents of this report, we would like to provide a brief insight into STÜKEN’s financial situation. The following figure shows changes in sales at Hubert Stüken GmbH & Co. KG in Rinteln:

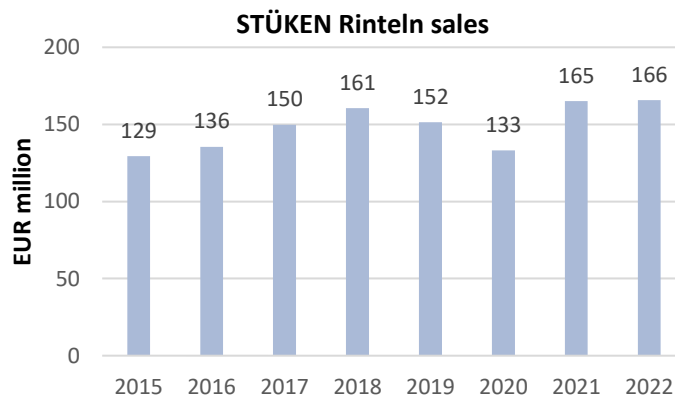


Figure 13: Sales performance at the Rinteln site in EUR million

The Rinteln site reported sales of EUR 166 million in 2022 (2021: EUR 165 million). Including the subsidiary plants in the US, the Czech Republic and China, the STÜKEN Group generated total sales of EUR 218 million in 2022 (2021: EUR 207 million).

**6. Outlook**

STÜKEN consistently advocates the social, fair and sustainable development of our society and this is also the backbone of STÜKEN’s economic development as a business. The crises caused by war, climate-related weather phenomena and the use of violence in civil societies clearly highlight how quickly key values can be eaten away at, diminishing humanity’s development and well-being.

Within our sphere of influence, we are committed to ensuring that the laws adopted to meet the goals in the CSR report are consistently applied. We regularly check their implementation and effectiveness at our company and amend our rules and regulations to constantly improve this. We communicate our goals and



rationale transparently to our employees. By doing so, we will continuously improve the results of our activities on the issues described in this CSR report and also address future challenges and issues.

Rinteln, July 1st, 2023



Dr. Uwe Krismann



Nils Petersohn



Philipp Wohler

**Contact**

E-mail: [info@stueken.de](mailto:info@stueken.de)

Tel.: +49 5751 7020

**Legal notice**

Publisher: Hubert Stüken GmbH & Co. KG, Alte Todenmanner Str. 42, 31737 Rinteln, Germany

**Note:**

All terms used here for employees, suppliers and customers etc. are gender neutral. This publication is based on the current assumptions and estimates of the management team of Hubert Stüken GmbH & Co. KG. Forward-looking statements and assumptions are not a guarantee that these expectations will occur in the future exactly as described. This document was produced for information purposes only.