

**TOGETHER**  
**WE WRITE**  
**THE**  
**FUTURE**

**OUR ENVIRONMENT. OUR FUTURE.**

**20**  
**25**





## **“For us, responsibility is not just a word, but actions that are measurable.”**

We have always been aware of our responsibility towards the environment and climate, but also towards society and future generations, and we still are. That is why we continue to strive for climate-friendly processes and a clear view to the future, without losing sight of the bigger picture. Out of conviction.

On the following pages, we show the standards we set in our key areas of responsibility. Transparency and clear words are essential - greenwashing has no place with us.

Owner & Managing Director

Mag. Thomas Riemer

Owner & Managing Director

Christian Moser

Managing Director

Thomas Gillesberger, MBA

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# OUT OF CONVICTION

As the leading manufacturer of paper products in Europe, we have been combining the strengths of Format Werk GmbH in Austria and Staufen Premium GmbH in Germany. This merger enables us to drive innovation and offer our customers reliable solutions across all trade levels.

## Sustainability

is not just an empty phrase for us. For over a decade, we have been setting standards in the responsible use of our resources.

Impressive proof of this is the reduction of our CO<sub>2</sub> footprint by 62.7% between 2009 and 2022 - from 703 to 262 tonnes per year\*. These figures underline our consistent commitment to environmental protection.

\*Calculation based on Scope 1 + 2 (+ partially Scope 3) and confirmation by Climate Partner - Climate Partner ID 53503-1505-1001

## Our goal

is clear: we want to be a pioneer for sustainable paper solutions and combine economic success with ecological responsibility.

Our vision is to continuously minimise our environmental impact through innovative technologies and sustainable production processes.



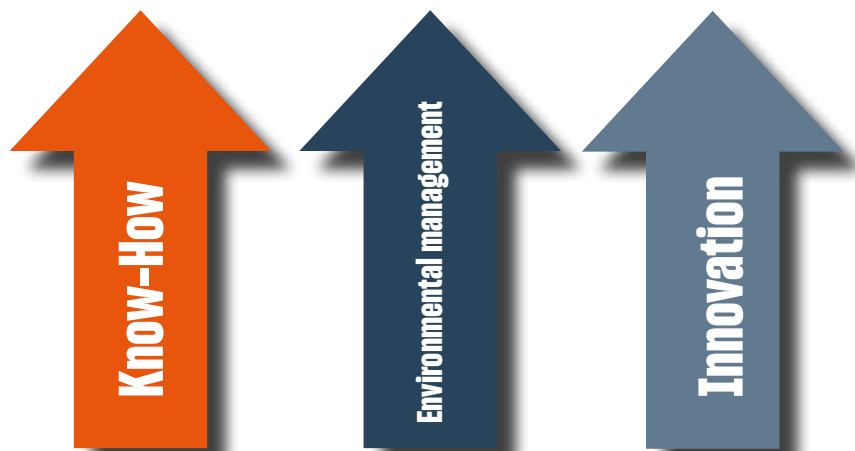
# Our way

*“Sustainability starts with the selection of our partners. That’s why we rely on transparent supply chains, responsible raw material extraction and strict environmental standards at our suppliers. We carefully check the origin of our materials and favour certified, resource-conserving production processes.”*

*Kurt Mayer, Head of Purchasing*

Our approach to sustainable production is based on three pillars: many years of expertise in paper processing, consistent environmental management and future-oriented investments.

This combination enables us not only to optimise our own ecological footprint, but also to offer our customers sustainable solutions that strengthen their brands and make their businesses fit for future.



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## **Strong standards, strong partners**

We also expect our standards for environmental protection and social responsibility from our partners. With our Code of Conduct, we set clear guidelines that our suppliers live by together with us.



# WE ARE NOT DONE YET

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In order to further professionalise our activities for the environment and climate, we have set out to implement a comprehensive sustainability management system. A key component of this is the double materiality analysis we have carried out, which helps us to organise our activities even more precisely and effectively.

Although we are not subject to the reporting requirements of the Corporate Sustainability Reporting Directive (CSRD), we apply the European Sustainability Reporting Standards (ESRS) and will publish our first ESRS-compliant sustainability report in mid-2025.

Particularly important to us is the holistic integration of our long-standing environmental measures with the social and governance aspects. Another key focus is on intensifying our stakeholder dialogue. We are systematically expanding our communication and dialogue formats, as it is only through close cooperation with all relevant stakeholder groups that we can achieve our sustainability goals and make a positive contribution to the company.

# We turn the page

The effects of our actions along the value chain



upstream	own business activity	downstream
<b>GHG-emissions</b> transport	<b>GHG-emissions</b> production, transport, mobility of employees	<b>GHG-emissions</b> transport
<b>Deforestation</b> dependence on and use of wood as a raw material	<b>Circular economy</b> promotion of the circular economy through the use of recycled paper microplastics	<b>Micro plastic</b> through plastic packaging
	<b>Resource consumption</b> primary paper & films for packaging	
	<b>Employees</b> motivated, satisfied and healthy employees	

We are aware of the high water consumption in paper production - this is a challenge that we are openly facing up to. Even if we are not yet able to implement any concrete solutions, we are not losing sight of this important issue.

Although considerable progress has already been made in water treatment in the past, we are supporting the issue in a targeted manner by choosing recycled paper and thus indirectly reducing water consumption. When selecting our suppliers, we also focus on companies that are aware of the problem and actively seek to improve.



# WE ARE ACTING



We take responsibility – for our environment, our employees and society. We are shaping our path to a sustainable future with concrete goals and measurable successes. Here we show where we stand and where we are heading.

# Environment



## Field of action: climate

<b>Our commitment</b>	Our goal by 2040: <b>Net zero</b>
<b>Our successes</b>	<ul style="list-style-type: none"> <li>- Reduction of GHG emissions by 62.7% between 2009 and 2022</li> <li>- 50% self-supply through PV system</li> <li>- 70% of the company fleet converted to e-cars</li> </ul>
<b>Current areas of development</b>	<ul style="list-style-type: none"> <li>- Clear climate targets incl. SBTi</li> <li>- Increase in in-house electricity production from sustainable sources (photovoltaics) - and conversion of the remaining electricity procurement to 100% sustainable</li> </ul>



## Field of action: resources

<b>Our commitment</b>	Our goal: <b>75% recycled content in our brand ranges by 2030</b>
<b>Our successes</b>	<ul style="list-style-type: none"> <li>- Current recycling share in the brand range at 47%</li> <li>- Paper strapping instead of plastic strapping already possible on two machines</li> </ul>
<b>Current areas of development</b>	<ul style="list-style-type: none"> <li>- Minimisation of waste in production</li> <li>- Expansion of the possibility to reduce plastic packaging</li> <li>- Increased use of thicker covers to eliminate the need for plastic envelopes</li> </ul>

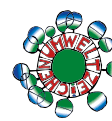


## Field of action: forest ecosystem

<b>Our commitment</b>	Our promise: <b>100% wood from sustainably managed forests</b>
<b>Our successes</b>	<ul style="list-style-type: none"> <li>- Use of recycled paper where possible</li> <li>- If virgin fibre paper is required, testing and certification</li> <li>- Consistent use of environmental labels</li> </ul>
<b>Current areas of development</b>	<ul style="list-style-type: none"> <li>- Voluntary fulfilment of the EUDR as a core element of sustainable forest management</li> <li>- Consistent education and information activities as well as opinion forming in the direction of customers and end consumers to motivate them to switch to recycled paper.</li> </ul>

## A good feeling sheet after sheet

Quality that lasts - that is our promise to end users and the environment. Our high-quality products are characterised by their exceptional durability. In addition, our entire brand range and a large proportion of our private labels are certified by recognised external environmental labels.



# TOGETHER WE ARE STRONG

Our most important resource is people, and the people behind it are as diverse as our product range. We are proud of every single person who contributes not only their expertise but also their personality on a daily basis and makes our Team unique.



## Social commitment

Together with our cooperation partners, we support the fight for equal opportunities and education for all.

We are particularly committed when it comes to children and young people, as they are known to suffer the most from social inequality. We are involved in various projects in the fields of art (cooperation with the Albertina art museum) and education (e.g. school meets business, learning cafés, ...) as well as supporting social projects through donations in kind.

# Human focus



## Field of action: potentials

<b>Our commitment</b>	Growth comes from knowledge – we invest in people. That’s why we focus on continuous training and a culture that combines personal growth and professional excellence.
<b>Our successes</b>	<ul style="list-style-type: none"> <li>- High willingness to stay and thus low fluctuation</li> <li>- Various working time models for different life realities</li> <li>- Top apprentice training with additional joint activities</li> </ul>
<b>Current areas of development</b>	<ul style="list-style-type: none"> <li>- Individual development planning with career paths</li> <li>- Strengthening soft skills for managers</li> <li>- Further training plans including budgetary anchoring in the departments</li> </ul>



## Field of action: equal treatment & equal opportunities

<b>Our commitment</b>	Everyone is different, but equal. We promote an open and fair working culture in which diversity and individual strengths are valued.
<b>Our successes</b>	<ul style="list-style-type: none"> <li>- We know: diverse teams are more successful</li> <li>- objective recruitment processes</li> <li>- barrier-free working environments</li> </ul>
<b>Current areas of development</b>	<ul style="list-style-type: none"> <li>- Proactive focus on equal treatment</li> <li>- Implementation of company-wide gender-neutral language</li> <li>- Installation of an equal opportunities officer</li> <li>- Conscious promotion of different perspectives in decision-making positions</li> </ul>



## Field of action: occupational health & safety

<b>Our commitment</b>	Safety in the workplace is our top priority – we ensure clear standards and preventative measures.
<b>Our successes</b>	<ul style="list-style-type: none"> <li>- Preventive health protection in all areas of the company</li> <li>- Occupational safety is our top priority</li> <li>- Ongoing and consistent training in safety and prevention</li> <li>- (joint) activities to promote health</li> <li>- free preventive healthcare services provided by the company doctor</li> <li>- ergonomic improvements in the production environment</li> </ul>
<b>Current areas of development</b>	<ul style="list-style-type: none"> <li>- Ongoing further development of the already high standards</li> <li>- Internal monitoring and external evaluation of safety concepts</li> <li>- Offers to strengthen mental health in the workplace</li> <li>- Ergonomic optimisation of workplaces in the administrative area</li> </ul>

# WE LIVE RESPONSIBILITY

For us, responsibility means more than just sustainable products - it is reflected in everything we do. We have clear governance measures in place to ensure that integrity, transparency and ethical business practices are an integral part of our corporate culture. This includes strict compliance guidelines, responsible corporate management and clear processes that guarantee reliability and fairness.

## Ethics & transparency

We rely on clear rules, open communication and effective control mechanisms to ensure responsible behaviour at all levels.

In this way, we create a basis of trust for our employees, partners and customers and ensure long-term stability and transparency.



# Governance



## Field of action: corporate culture

<b>Our commitment</b>	Our corporate culture is characterised by integrity, transparency and long-term thinking. We promote a culture of open communication to ensure sustainable growth and ethical behaviour.
<b>Our successes</b>	<ul style="list-style-type: none"> <li>- Clear corporate values are defined and actively practised</li> <li>- Corporate guidelines are regularly updated and communicated</li> <li>- Strengthening internal communication for more transparency</li> </ul>
<b>Current areas of development</b>	<ul style="list-style-type: none"> <li>- Sustainability criteria are being integrated even more strongly into the corporate values and strategic decisions</li> <li>- Introduction of a structured format for regular management dialogues to anchoring the corporate culture</li> <li>- Expansion of training on compliance, integrity and ethical leadership</li> </ul>



## Field of action: supplier management

<b>Our commitment</b>	We are committed to sustainable and responsible collaboration with our suppliers. Transparency and social and ecological standards are key components of our procurement strategy.
<b>Our successes</b>	<ul style="list-style-type: none"> <li>- Code of Conduct for suppliers established</li> <li>- Supplier evaluations based on sustainability criteria introduced</li> <li>- Annual discussions with suppliers to ensure common standards</li> </ul>
<b>Current areas of development</b>	<ul style="list-style-type: none"> <li>- Optimisation of supplier monitoring with a focus on ESG criteria</li> <li>- Further development of a sustainable procurement process</li> <li>- Greater integration of sustainability aspects into contractual conditions</li> <li>- Promotion of long-term partnerships with sustainable suppliers</li> </ul>

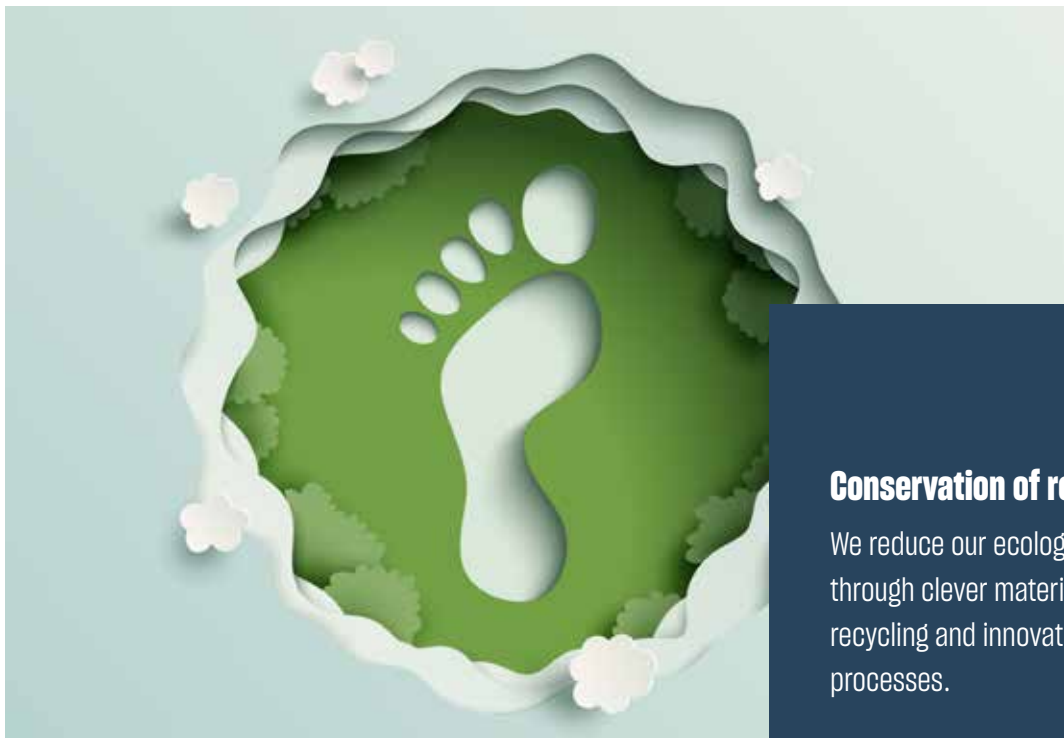


## Field of action: whistleblowing & feedback

<b>Our commitment</b>	We promote an open corporate culture in which law offenses can be reported safely and confidentially. Our whistleblower system ( <a href="https://formatwerk.iwhistle.de/">https://formatwerk.iwhistle.de/</a> ) enables transparent and protected communication for everyone involved. In addition to reporting breaches of the law, we want to strengthen a transparent feedback culture in which constructive feedback is taken seriously and actively integrated into improvement processes.
<b>Our successes</b>	<ul style="list-style-type: none"> <li>- Introduction of a secure and anonymous whistleblowing system</li> <li>- Established clear processes for investigating and handling reports</li> <li>- Regular communication on the possibilities and protection of whistleblowers</li> <li>- Introduction of additional internal communication channels for feedback and suggestions for improvement</li> </ul>
<b>Current areas of development</b>	<ul style="list-style-type: none"> <li>- Ongoing training and information on whistleblower protection and how to deal with reports</li> <li>- Introduction of regular anonymous feedback opportunities for employees</li> <li>- Increased communication about implemented improvements based on employee feedback without disclosing confidential data</li> </ul>

# STEP BY STEP

Sustainability is not a trend for us, but a responsibility that has been practised for decades. We began developing environmentally friendly solutions and constantly improving our processes back in the 1980s. Our path shows: With every step we take, we come closer to our goal of becoming a resource-conserving and climate-friendly company.



## **Pioneering work with vision**

Our milestones show that sustainable management does not happen in big leaps, but step by step.

## **Conservation of resources**

We reduce our ecological footprint through clever material selection, recycling and innovative production processes.

## **Efficient use of energy**

With renewable energies, energy-efficient technologies and sustainable building standards, we are shaping a climate-friendly future.

# Milestones

- **1987/1988**  
First recycled exercise book
- **1992**  
First completely chlorine-free exercise book range in Europe
- **2002**  
Conversion of administration building - insulation of the entire building envelope
- **2005**  
Triotec notebooks "sandwich" white / recycling / white
- **2009**  
CO<sub>2</sub> footprint determined for the first time
- **2010**  
First 'climate-neutral' certified product (Pure Impact)
- **2016**  
Environmental project: change from oil to wood chip heating, installation of heat exchangers in the exhaust air system, conversion of all lighting to LED - 390 tonnes of CO<sub>2</sub> saved per year
- **2016**  
Installation of a 250 kWh peak photovoltaic system (self-supply quota 10%)
- **2017**  
Europe's first 90-gramme recycled exercise book range
- **2021**  
Start of conversion of vehicle fleet to electric cars
- **2024**  
Commissioning of additional 750kWh peak PV system (self-supply quota now at 50%)
- **2025**  
Availability of CO<sub>2</sub> footprint at item level for all branded products
- **2025**  
Creation of an externally audited CO<sub>2</sub> reduction path to net zero by 2040
- **2025**  
Integration of the identified SBTi targets into our strategy and transfer into concrete measures
- **2025**  
First complete ESG sustainability report to transparently present our progress and goals

more to come ...

# OUR ENVIRONMENT. OUR FUTURE.

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& more ...

Do you have any questions?  
Or do you disagree with something?  
Is there something missing from our sustainability approach?  
Do you have ideas on how we can develop further?

Contact us at any time via [info@formatwerk.com](mailto:info@formatwerk.com).