

Corporate Responsibility & Sustainability at BONOWI International Police Equipment GmbH

UN Global Compact, Communication on Progress Report 2019

“Corporate sustainability at BONOWI starts with a sustainable value system of management and a principle-based approach to managing the corporate value chain.”

Wolfgang Bopp, CEO BONOWI IPE GmbH



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1. Chairman´s Statement

We are proud to have signed the UN Global Compact in 2018 and feel obliged to proactively support its mission. Our corporate activities on the strategic and operational levels are always aligned with the ten principles of the Global Compact.

Since the founding of Bonowi IPE GmbH, responsible and proactive business has been part of our strategic understanding and the central premises of the alignment and the management of our company: Sustainable business secures corporate success!

For more than fifteen years now, the management, quality and leadership principles of BONOWI IPE GmbH have been certified according to DIN EN ISO 9001 in order to underline our trustworthy and professional relationship towards our long-term business partners, suppliers, customers and employees.

We are striving to achieve our high social and ecological aspirations by the end of 2021, not only but also thanks to our new corporate headquarters featuring health-friendly production, work and relaxation spaces fit perfectly in a climate-neutral corporate building – for BONOWI, this is a major step towards a sustainably successful future and a statement of our long-term corporate planning and activity!

In the following „Communication on Progress Report 2019“, our management philosophy, relevant corporate activities, specific control and governance mechanisms as well as our development goals shall be presented in a compact and transparent manner.

Respectfully yours,

Wolfgang Bopp

CEO BONOWI IPE GmbH

2. Management philosophy, certifications and guidelines in line with the UN Global Compact

BONOWI Management philosophy

Our strategic and operational activities are guided by the following:

- Proactive and **sustainable business** is the central element of corporate success
- The management bears **responsibility** for all economic, environmental and social aspects of our business
- **Customer orientation** and customer satisfaction are the central premises of corporate success
- The development of **management, quality and leadership principles** in accordance with DIN EN ISO 9001 are an important component of our professionalism and continuity (since 2004)
- **Respect for human rights as well as labour protection and safety** (along the entire value chain) have highest priority
- A positive working atmosphere and a **corporate culture based on diversity and openness** are the basic pillars of our value system
- **Long-term supplier partnerships combined with a professional production and quality management approach** guarantee top product quality

BONOWI Corporate Principles

BONOWI has aligned its corporate principles and corporate values to its own understanding of sustainable management as well as the principles of the UN Global Compact.

Measures in progress	Implementation
During the induction training as well as during selected internal corporate events, the BONOWI Corporate Principles / Corporate Values are presented and their content is explained.	2019/ 2020
In addition, the BONOWI Corporate Principles / Corporate Values are included in all training documents and made available in various locations of the headquarters.	2019/ 2020
Support for 1-2 selected social projects in the region.	2019/2020/contd.

2. Management philosophy, certifications and guidelines in line with the UN Global Compact

Certifications and guidelines

ISO 9001: Since 2004 BONOWI is certified according to DIN EN ISO 9001 and was successfully re-accredited in the year 2019. The entire corporate and management system is built based on the requirements, guidelines and directives of the ISO 9001.

As required by DIN EN ISO 9001, all aspects of an integrated quality management system are described and certified. This guarantees that BONOWI is able to provide products and services that fulfil high customer expectations as well as all specific requirements from official government institutions.

ISO 14001: The company BONOWI IPE GmbH is additionally certified according to standard DIN EN ISO 14001. According to this international environment management standard, BONOWI IPE GmbH complies with the worldwide acknowledged requirements for a modern and sustainable environmental management systems.

All certificates are in line with the guidelines of the UN Global Compact.

Measures in progress	Implementation
Monitor and comply with the guidelines and requirements of DIN EN ISO certifications to ensure top level corporate governance. An additional quality manager was appointed in this regard	2019 and following
Training and instruction of the quality management teams in all aspects of CSR by an external advisory institute (Focus: UN Global Compact Principles, GRI Reporting as well as current guidelines/ topics in terms of sustainability)	2019
Establish the professional COP Report 2019 in cooperation with an external advisory institute	2019
Create the COP Report 2020	2020

2. Management philosophy, certifications and guidelines in line with the UN Global Compact

Guidelines for the evaluation of suppliers and cooperation partners

With signing the UN Global Compact, all guidelines and documents concerning the qualification and evaluation of new and existing suppliers and cooperation partners were compared with the ten principles of the Global Compact and amended where necessary in order to establish the principles within supplier management.

BONOWI always had a focus on a sustainable supplier strategy which is reflected by the long-term and fair supplier relations in place today. Regular corporate visits, meetings and site audits reinforce the partnership with the relevant manufacturers and suppliers providing the basis for a trustworthy partnership.

A BONOWI ethical code of conduct is available.

Measures in progress	Implementation
Revision of the supplier evaluation guidelines/ requirement matrix	2019
Creation of an additional letter of confirmation „ <i>Sustainable Commitment of BONOWI Partners & Suppliers</i> “ for all partners and suppliers (purpose: documentation of adherence to economical, environmental and social standards)	2019
Application of the revised guidelines during supplier audits	2020

3. Strategic planning and Compliance

„BONOWI is convinced that a proactive compliance culture is daily prevention!“

Thanks to a proactive „Compliance culture“, all internal and external stakeholders of BONOWI are informed of the importance that the adherence to the law has for the company.

Thanks to diverse measures in the sense of corporate compliance, BONOWI actively works against fraud, bribery, oppression and other forms of corruption. Should such attempts show within the scope of corporate activity or along the value chain, the management intervenes proactively with zero tolerance. The „prevention of corruption“ is a focus of the top management team. The following control measures belong to our corporate practice:

- Approval of all purchase orders by the management
- Approval of all partner and supplier orders by the management
- Approval of relevant distribution orders by the management
- Communication of compliance requirements during supplier and customer meetings
- Regular dialogues and trainings of the employees
- Regular dialogue of the management with key customers and suppliers

Measures in progress	Implementation
Employee training including sign off of the updated BONOWI Compliance guidelines	2019
Confirmation and signature of the <i>„Sustainable Commitment of BONOWI Partners & Suppliers“</i> from all partners and suppliers with respect to adherence to environmental and social standards. This document also contains relevant aspects of corruption prevention.	2019/ 2020

4. Adherence to labour norms and social standards along the supply chain (external perspective)

„BONOWI stands in for conscious and active governance of the supply chain!“

To make sure that all suppliers adhere to the principles of the UN Global Compact, to which BONOWI IPE GmbH feels obliged, the supply chain was designed in a very transparent manner securing BONOWI the necessary insights along with the ability to take action whenever necessary with its national or international suppliers. In recent years BONOWI has introduced numerous **standards as well as governance and control mechanisms** that are in place to provide information, transparency and security in the supply chain:

- Preferred selection of suppliers from the EU
- Avoidance of suppliers from countries not fulfilling labor law requirements
- Suppliers must fulfil statutory and ISO-specific certification requirements
- Predominantly personal care of business relations (e. g. proactive dialogue with business and project partners)
- Regular visits and audits as well as reaccreditations of relevant certificates (once per year)
- Control of adherence to environmental and labour standards
- Contracting with regional workshops and plants employing the disabled

Measures in progress	Implementation
Confirmation and signature of the <i>„Sustainable Commitment of BONOWI Partners & Suppliers“</i> from all partners and suppliers to adhere to environmental and social standards: <ul style="list-style-type: none"> • Presentation of BONOWI Corporate Principles / Corporate Values along with a written confirmation of the document by all suppliers • Control by an internal check list 	2019/ 2020
Regular (partly unannounced) inspections to evaluate adherence to social standards. Violations are documented and must provably be removed afterwards.	2019/ 2020

5. Social alignment of corporate activities (internal perspective)

„Employee orientation exceeding the legal requirements!“

BONOWI considers itself a company with high social focus. This becomes very clear while looking at the fair payment structure, the creation of new jobs and their scope as well as looking at the social benefits provided which significantly exceed statutory requirements. BONOWI considers every individual employee an asset contributing to the customer value. Furthermore, labour protection and work safety are always a priority. Using numerous measures, the statutory requirements are knowingly and purposefully exceeded. BONOWI is characterised by high employee satisfaction and a positive corporate culture (results of a comprehensive analysis by an external advisory institute). Good working atmosphere, respectful cooperation, low employee turnover as well as a low number of sick leaves are indicators for this. Selected management initiatives are listed below:

- Employment (wages and holidays significantly above minimum wage, no short-term contracts)
- Recruitment constantly increasing since 2017
- Supervision of work times, assurance of reasonable overtime (electronic time registration, overtime compensation as free time or remuneration, provable avoidance of night and weekend work)
- Regular team meetings (to agree all topic areas)
- Yearly employee feedback & development planning (since 2018)
- Employee profit-sharing in successful financial years (in 2018 and 2019 / uniform performance bonus for all employees and management levels)

Measures in progress	Implementation
Regular training concerning BONOWI Corporate Principles/ Corporate Values	2019 and subsequent
Development of a commission model to govern and motivate employees, tied with economic, environmental and/ or social objectives	2019/ 2020
Implementation company pension scheme and additional health insurance	2020
Build new corporate headquarters with „health-friendly work and rest places“	2021

6. Environment and climate protection

„Environmentally-friendly business is self-evident for BONOWI“

Environmentally-friendly business, energy and resource efficiency has significant importance for BONOWI and is rooted in the BONOWI corporate values. Not only to adhere to our corporate philosophy but foremost to contribute to the protection of our environment and solve today’s climate protection challenges. An integrated energy and resource management concept is a part of its sustainable economic strategic development. Having sustainable environmental management as a key objective, the company has been DIN ISO 14001-certified for several years now. The following measures and activities support the implementation:

- Clear guidelines and requirement specification for all sourcing activities
- Regular customer participation and supplier dialogue
- Regular material analyses
- Avoidance of forbidden materials
- Avoidance of wastefulness (production, packaging)
- Targeted selection of forwarders and transport companies

Indicative large-scale project: Construction of new, climate-neutral corporate headquarters

Guided by the principles of the UN Global Compact and the EU Strategy, BONOWI decided in the year 2018 to build a new, climate-neutral corporate headquarters to purposefully reduce its CO₂ emissions by improving energy efficiency and using environmentally-friendly energy sources – while further improving the work environment.

Measures in progress	Implementation
All suppliers must sign the <i>„Sustainable Commitment of BONOWI Partners & Suppliers“</i> document	2019/ 2020
Construction of new, climate-neutral corporate headquarters <ul style="list-style-type: none"> • CO₂-neutral, energy efficient thanks to floor heating panels • Energy efficiency in production 	2021

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