

# ZEITRAUM

COMMUNICATION  
ON PROGRESS —  
SUSTAINABILITY

2021/22

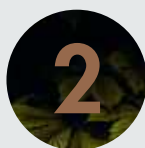


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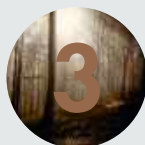
## PRODUCTS

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Production	18
Sustainable product design	19
Raw materials	21
Quality	28
Packaging design	30
Outlet products	34
Repair	34



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## WHAT MOVES US

Ever since ZEITRAUM was founded in 1990, a sustainable way of thinking has been the driving force behind our actions. Even then, both ecological and social grievances were clearly perceptible, and it was clear that all economic sectors had to radically rethink. In the meantime, many problems have intensified, not least on a geopolitical level, and the global situation in so many spheres is worrying. On the other hand, sustainability has never been as present as it is today, and our hopes are high that together we can pave a sustainable path for future generations. Wood and the associated crafts are an ancient treasure that has shaped people's way of life for

centuries. Especially in the Alpine region, where ZEITRAUM is located, it has a long tradition. Wood is a very sensual material. Until the finished furniture is in our customers' homes, it passes through many different hands, which in turn leave their mark and their energy. With every design, we try to appreciate the beauty of nature. This grace is revealed to the user as soon as he runs his hand over the wood and gets involved with the furniture. In a fast-paced, hectic world, wooden furniture grounds people and gives them back a piece of their identity and rootedness that so rarely only home and nature can convey.

With this Communication on Progress, we want to show what we are doing in terms of sustainability, what we can still improve and where our potential lies. We want to share our philosophy with you and are pleased that our report has reached you.

Yours

A stylized, handwritten signature in dark ink, appearing to read 'B. Gämmerler'.

Birgit Gämmerler  
CEO

A stylized, handwritten signature in dark ink, appearing to read 'P. Gaebelein'.

Peter Gaebelein  
Managing Director

## MISSION STATEMENT

From the very beginning, it has been our goal to produce furniture that does justice to the valuable raw material wood, fulfils its function over generations and is in harmony with nature. Contributing to a world worth living in has been a fundamental part of our strategy from the very beginning, and sustainability has always been our corporate philosophy.

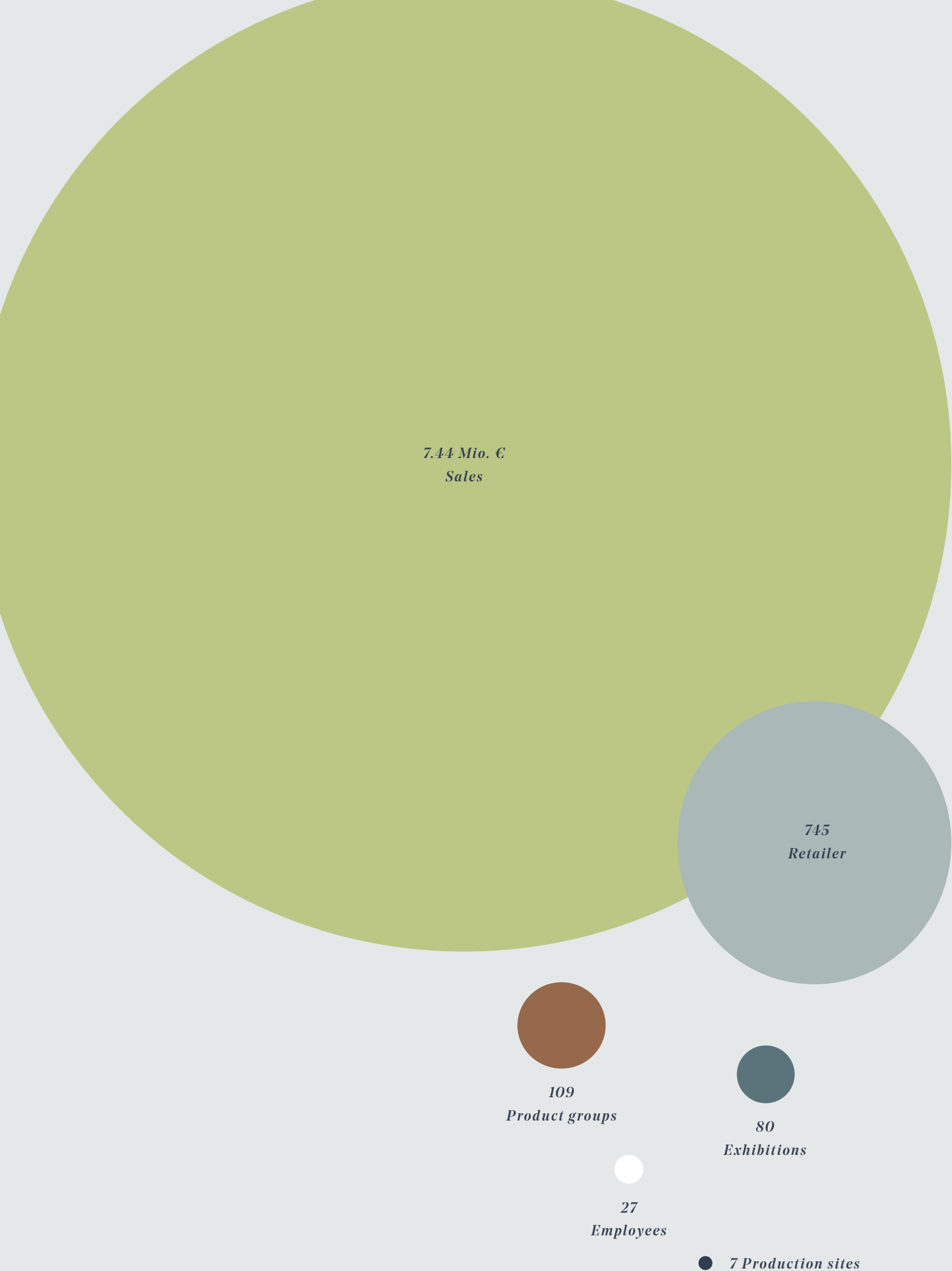
ZEITRAUM relies on local production, long partnerships and fair cooperation. We maintain open communication with all those involved in

the process and regularly include them in our decision-making. In doing so, we adhere to the „17 Sustainable Development Goals“ of the United Nations. The values defined there have served as a guideline for all processes in the company since its foundation and help us to continuously improve the quality of our products against this background. They also provide us with a framework for dealing fairly with all stakeholders and creating a constructive, safe and healthy working environment.



ULRIKE WEINFURTH  
Kvadrat

**“When I think of ZEITRAUM, I associate: finest wood craftsmanship in a timeless design, wood surfaces that caress the hand, in combination with atmospheric colour tones in the form of stains and special textiles. Keywords like longevity, ‘real’ materials, produced in balance with people and nature, fine manufacture for unique wooden pieces, come to mind. I myself am a trained carpenter and ,studied interior designer’, ZEITRAUM has accompanied me since my apprenticeship, out of personal interest in furniture design and my love for natural materials and craftsmanship.”**



## HISTORY

On the way to the perfect product, there is always something left to do, despite the many efforts in terms of sustainability. We are enthusiastic about uncovering new potentials and taking unfamiliar paths. For us, the path is the goal — it seems to have no end. But that doesn't matter to us, because we take great pleasure in treading it.

**1990**

Founding of ZEITRAUM  
with the goal of producing  
sustainable furniture.

**ZEITRAUM**

**2006**

The modular design enables both  
stepless scaling and flat-pack  
packaging of the CENA tabletop  
model.

**2012**

One of the largest production  
partner puts a photovoltaic  
system into operation. More  
than 20 % of the electricity  
demand can be covered by it.



The love for the material and the claim to make each product a masterpiece create the value of our collection.

**1991**

First appearance at the furniture  
fair in Cologne — The furniture  
presented was made of beech  
wood. No varnish, no paint, just  
finished with environmentally  
friendly linseed oil.



**2009**

ZEITRAUM obtains  
100 % green electricity  
at its Wolfratshausen  
headquarters.



## 2019

ZEITRAUM publishes first sustainability report.

Second large production partner puts its photovoltaic system into operation. 50 % of the energy demand can be covered by it.

## 2021

One of the largest furniture production facilities obtains 100 % green electricity.

ZEITRAUM publishes its second sustainability report.

For us, "Made in Germany" is a living seal of quality.

## 2018

First sustainability report is prepared.



## 2020

ZEITRAUM presents the Furniture Footprint at the furniture fair in Cologne and joins the UN Global Compact.

ZEITRAUM begins step by step to convert all packaging materials to the greatest possible sustainability and, where possible, to use flat-pack packaging to reduce transport volumes.

FURNITURE  
FOOTPRINT

ZEITRAUM wins the German Sustainability Award Design with the Furniture Footprint.





## *MASTERPIECES CRAFTED FROM SOLID WOOD*

### **2021/2022**

The years 2021 and 2022 were and still are marked by COVID 19. In addition, since the beginning of this year we have been receiving terrible news from the war in Ukraine and commodity prices are skyrocketing. The political circumstances and the struggle for raw materials show us once again how important it is to operate sustainably and to use raw materials responsibly.

Since the beginning of 2021, one of our largest furniture producers has been sourcing 100 % green electricity. Later in the year, we will publish our second sustainability report after 2018.

Since the beginning of 2021, one of our largest furniture producers has been sourcing 100 % green electricity. Later in the year, we published our second sustainability report after 2018.

In addition, 40 % more chairs have been packaged plastic-free since 2021. This means that ZEITRAUM now packages 64 % of its chairs plastic-free, and the goal is to achieve more than 90 % by 2023. By 2025, primary plastic is to be completely dispensed with in the packaging.

**With the ZENSO HIGH, we want to set an example and go back to natural upholstery materials from sustainable sources. As the first upholstered furniture in our collection, only natural upholstery materials are used.**



**We also started a partnership with the small workshop “Kreislaut” in Berlin in July 2022 and thus found our second repair service workshop in Germany.**



## REPORTING BOUNDARIES

This is our Communication on Progress (CoP) for the year 2021 and the first half of 2022. In our reporting, we adhere to applicable standards and focus on social and economic aspects in addition to numerous environmental topics. We are a participant in the UN Global Compact, the world's most important initiative for responsible corporate governance. This report, which we are submitting to the UNGC, gives us the opportunity to present important subjects to our stakeholders. As this is a progress report, we would like to focus on the key developments. For more information, we invite you to read our 2020

Sustainability Report, contact us personally or visit us on our website.

The contents of the report are based on the ten principles of the UNGC and the Sustainable Development Goals (SDGs) of the United Nations and include information on our activities, measures, data and goals. The principles of the Global Compact are divided into the areas of human rights, labour standards, environment and corruption prevention and are an integral part of our report. The focus is on the year 2021. The contents relate to ZEITRAUM GmbH.

The relevant topics result from our materiality analysis of 2020. However, in the following, we repeatedly refer to the production of furniture, logistics and other important, indirect effects that are not directly caused by ZEITRAUM GmbH, but are elementary for the environmental impact of our value chain.

## MATERIALITY ANALYSIS

### Results from 2020

Ranking	Bereich	Seite
1	Compliance with human rights	5, 15, 46-51, 69-77
2	High reparability	17-28, 34
3	Natural materials	21-27
4	Transparency	38-44
5	Little waste	17-34, 60-67
6	Education	74
7	Sustainable packaging	30-33
8	Equality & Diversity	69-77

# 17 Sustainable Development Goals



## SUSTAINABLE DEVELOPMENT GOALS?

The 17 United Nations Sustainable Development Goals (SDGs) were adopted on 25 September 2015 at the UN Summit on Sustainable Development of Heads of State and Government and have since had a decisive influence on international political and social decisions. The Sustainable Development Goals are principles for action of the 2030 Agenda. This agenda is also referred to as the “World Future Agreement” and essentially pursues the following core goals.

1. End poverty and hunger and fight inequalities.
2. Strengthen people’s self-determination, ensure gender equality and a good and healthy life for all.
3. Promote prosperity for all and make lifestyles sustainable worldwide.
4. Respect the ecological limits of earth: Combat climate change, preserve and sustainably use natural livelihoods.
5. Build a global partnership.

The “17 goals” result from these core contents. They cover all levels of sustainability and include social and ecological as well as economic aspects.

**At this point we would like to emphasise that these goals and principles have been a lived, self-evident reality for ZEITRAUM since its foundation 31 years ago.**

## **Why are these goals important for our reporting?**

In order to be able to perform and communicate comprehensive sustainability work and to promote sustainable corporate development, it is first important to define the concept of sustainability. The Sustainable Development Goals can be understood as such a definition and thus contribute to a deeper understanding of our actions. They also provide us with a framework for dealing fairly with our employees and partners, creating a constructive, safe and healthy working environment and setting new goals.

## **FOCUS**

Of course, all the “17 goals” are close to our hearts and we strive to check our activities along the value chain for optimization potential and consistency. However, we consider it particularly important to pursue the goals where the greatest possible risk or the greatest possible achievable potential of our processes and the materials we use lies:



## Forest as a source of raw materials

Risk — Life on land<sup>1</sup>

Using the forest always means interfering with nature. But this must be protected for us and for future generations. Sustainable forest management and the responsible use of the forest as a habitat are therefore a matter of course for ZEITRAUM.

### Facts, activities and progress on the topic:

Chapter	Pages
Production	18
Sustainable product design	19
Raw materials	21
Furniture Footprint	38
Transformation potential of wood	52
Engagement	58

<sup>1</sup> **SDGs 2020:** Goal 15: Life on land <<https://sdgs.un.org/goals>>  
Access, on 12.12.2020



## Wood

Potential — climate action<sup>2</sup>

Reducing greenhouse gas emissions is crucial to combating climate change and its impacts. There are several ways to reduce these emissions. The use of wood as a carbon and energy store has high transformative potential related to this issue and, through thoughtful use, can contribute to a significant reduction in CO<sub>2</sub> emissions and positive climate development, ultimately bringing us one step closer to achieving the goals of the Paris Agreement and the United Nations Sustainable Development Goals.

### Facts, activities and progress on the topic:

Kapitel	Seite
Circular Business	17
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<sup>2</sup> **SDGs 2020:** Goal 13: Climate action <<https://sdgs.un.org/goals>>  
Access, on 13.12.2020



## Analysis of our value chain

Potential — Sustainable consumption and production<sup>3</sup>

Our furniture is manufactured within a radius of 600 km in Germany and northern Italy. The transport routes are short and the added value has been optimized over decades of partnerships. We manufacture durable, repairable products that do not follow trends and last for generations. Through transparent action and direct communication with our customers and partners, we can promote thoughtful consumption and put our furniture to the test again and again.

### Facts, activities and progress on the topic:

Kapitel	Seite
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<sup>3</sup> **SDGs 2020:** Goal 12: Sustainable consumption and production  
<<https://sdgs.un.org/goals>> Access, on 13.12.2020

### Note

In the following report, reference is made for each thematic area to the respective focus objective (below left) and the pursued objectives in general (below right) in relation to the “17 Sustainable Development Goals”.

# SUSTAINABILITY STRATEGY

ZEITRAUM's sustainability strategy is a permanent "measuring instrument" that we apply in all our areas. The components of this strategy result from the content of our focus topics and the results of the materiality analysis of 2020. Our goal is to improve our products in the areas listed, to treat people and nature responsibly and to communicate this transparently and openly.

This report is structured according to the core themes of our sustainability strategy. After each section, activities, progress and objectives of each topic are mentioned.







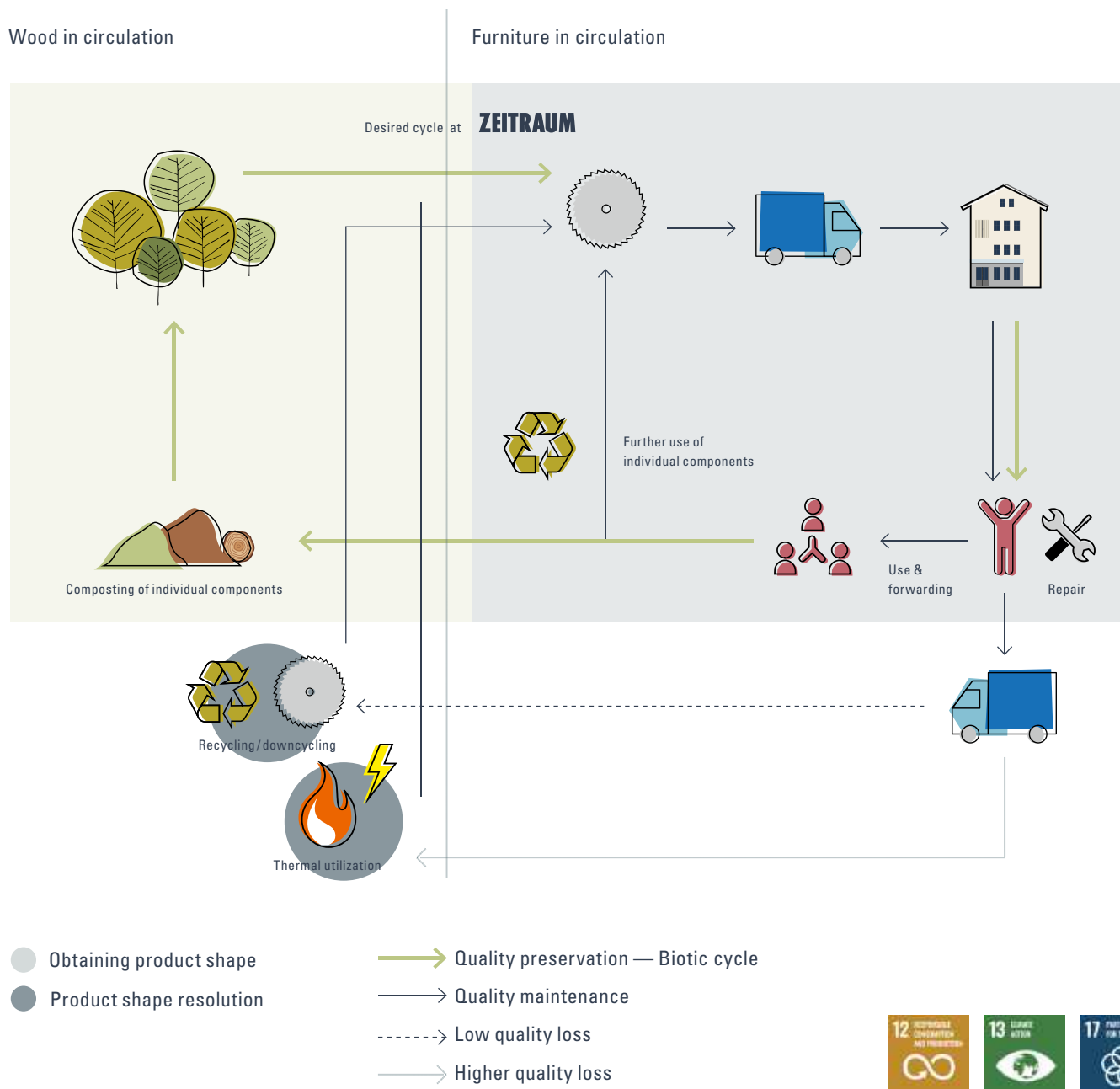
# Products



## CIRCULAR BUSINESS

Basically, our furniture is of such high quality that it will be used for generations anyway. Due to the high reparability of solid wood and the modular constructions of our products, repair is greatly simplified and possible at any time. In this way, we can realize an almost endless phase of use. If a piece of furniture should become irreparable, all materials can be sepa-

rated from each other. The wood then corresponds to the German waste wood category A2 and can be recycled into wood-based materials of higher value, thus creating new resources and circulating in technological cycles for a long time. All products are tested for their recycling potential, the ecological footprint according to our internal mission statement.



## PRODUCTION

A reliable partner and good raw materials are the basis for high-quality products. The ambition to build long-term relationships is rooted in supporting each other and dedicating ourselves to common goals: Quality, environmental compatibility, transparency and responsible product development. For this reason, ZEITRAUM relies on a few companies that meet our high standards in terms of sustainability in their competence fields and work in a transparent manner. The suppliers' performance is continuously reviewed and evaluated. In addition, since 2020 we have had a code of conduct that sets standards for joint and conscientious action in the areas of human rights, labor law, environmental protection and anti-corruption.

Our manufacturing plants are located within a radius of less than 600 km around the company, all in Central Europe. In small to medium-sized carpentry workshops in Germany and northern Italy, our furniture is still largely made by hand and with the highest level of precision. The solid wood used for production is mainly sourced from Central Europe, where it is fully FSC/PEFC certified. Non-European wood, such as American walnut and American cherry, is sourced from Horizon Wood Products Inc. and Missouri-Pacific Lumber, two family-owned companies from Pennsylvania and Missouri.

Close cooperation and high requirements as a basis enable ZEITRAUM to ensure transparent environmental and social standards. We understand the work with suppliers and manufacturers as continuous development and coordination. This is how we succeed in achieving environmental goals and repeatedly launching product innovations.





## SUSTAINABLE PRODUCT DESIGN

The ZEITRAUM product range includes beds, chairs, tables, storage, occasional and upholstered furniture as well as various lamps. Our furniture is made of solid wood, which is sourced from sustainable forestry and meets the highest ecological and social standards.

We focus our senses on the functional and on quality. Every design is conceived with a minimal use of resources. With an eye on material cycles, we think not only about the furniture's source material, but also about environmentally friendly manufacturing processes, maintenance and reparability of the furniture. With sophisticated wood joints and material-appropriate constructions, we highlight the character of the wood and thus facilitate any maintenance measures during the use phase of our products. Depending on the customer's wishes, we realize furniture in individual designs. This opens a high degree of creativity and self-realization not only for our customers but also for the many carpenters.





## Circulation capability

The prerequisite for high-quality recycling of raw materials is usually separation of the components by material type. For this purpose, our furniture is designed to be separable, and materials are detachably connected with each other. This type of construction has various advantages over the of a piece of furniture:

### 1. Manufacture

- Economical process design
- More energy-efficient production
- Compact packaging dimensions for transport and storage

### 2. Utilisation phase

- Exchange of individual components
- Replacement of fabrics or similar for design reasons
- Great simplification of maintenance
- Very small transport volume when moving

### 3. End of life

- Separation of the individual materials  
by material type is possible
- Through separation: Cascade use, recycling and/  
or thermal utilisation feasible

## RAW MATERIALS

### Responsible choice of materials

Preserving living spaces and making them fit for future.

In order to manufacture sustainable products, special requirements are necessary for the materials used. In addition to the corresponding certificates, when selecting our raw materials we make sure that they are particularly environmentally friendly, durable and

repairable. Furthermore, we regularly check that they meet our requirements in terms of social compatibility and economic sustainability. The following criteria are particularly relevant for the choice of raw materials:

### Renewable raw materials

We mainly use natural raw materials that come from sustainable agriculture and forestry, are biodegradable and/or are processed into high-quality materials. The use of renewable raw materials conserves fossil resources and thus reduces the exploitation of our nature and the generation and emission of climate-damaging emissions. On average, our furniture consists of almost 85 % renewable raw materials.

### Recyclability

Recyclable raw materials are pure substances that can be fed into a new value chain in an end-of-life scenario without any loss of quality. Recycling reduces the depletion of finite resources and in many cases offers an energy-efficient, cost-saving way to generate raw materials for new processes. ZEITRAUM attaches great importance to ensuring that all materials can be separated from one another at the end of a product's life and can be recycled or recovered in as pure a form as possible.

### Durable and repairable

For us, the durability and reparability of our materials is one of the most important quality characteristics. This quality and the resulting long lifespan opens up an emotional connection to their furniture for our customers.

### Socially responsible

ZEITRAUM furniture is produced in a socially responsible manner. In our value chain, we pay attention to humane, fair and healthy production; abuses such as discrimination, corruption, child labour, underpayment and exploitation are excluded. To this end, we regularly monitor our supply chain and have introduced a code of conduct in 2020.

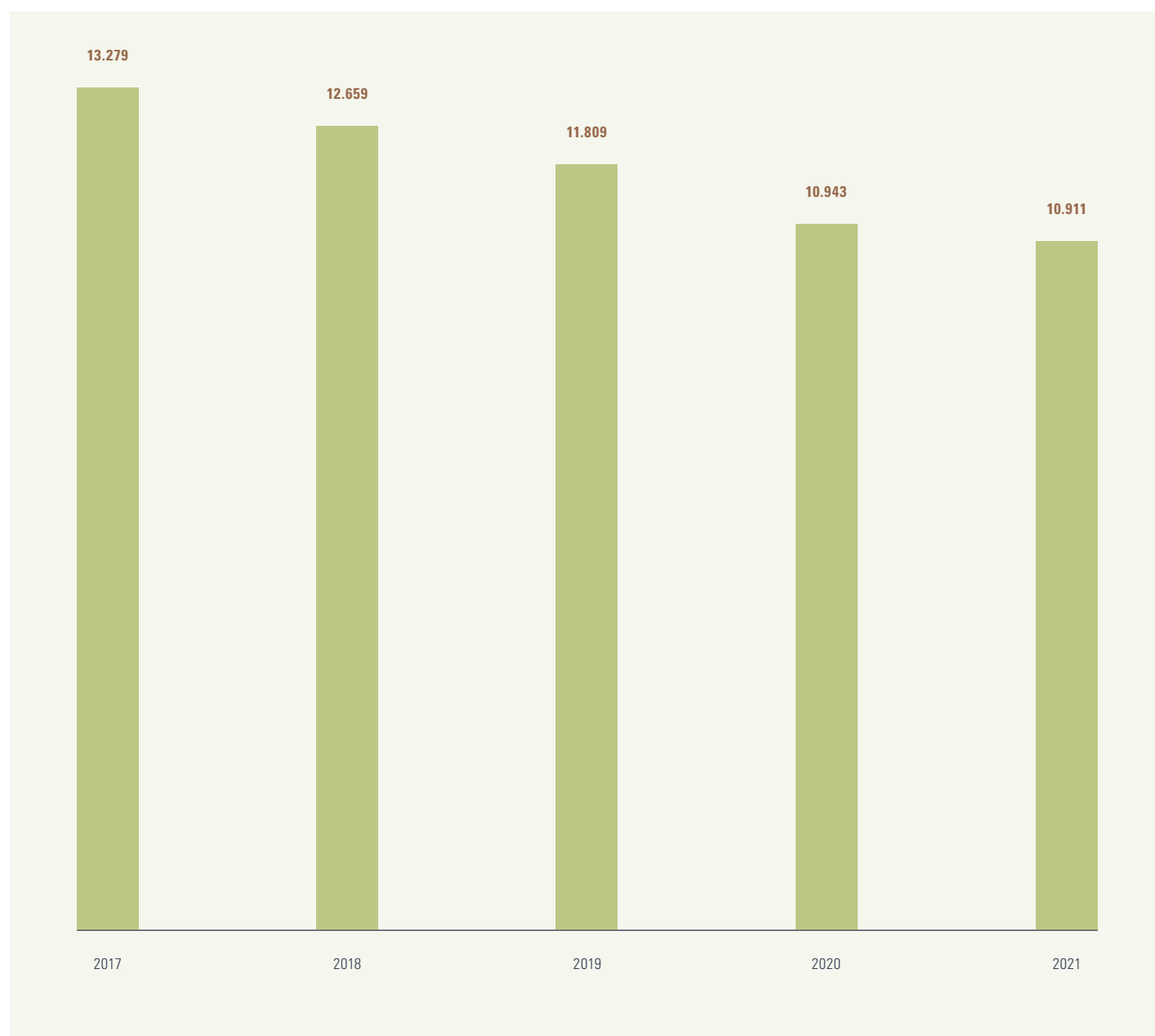
### Origin

We source our materials as regionally as possible. We want to avoid unnecessary transport routes. Materials that are not (or cannot be) sourced locally must have very good ecological properties and a high social added value. 96 % of the materials and semi-finished products we use are produced in Europe, 64 % are produced directly in Germany.

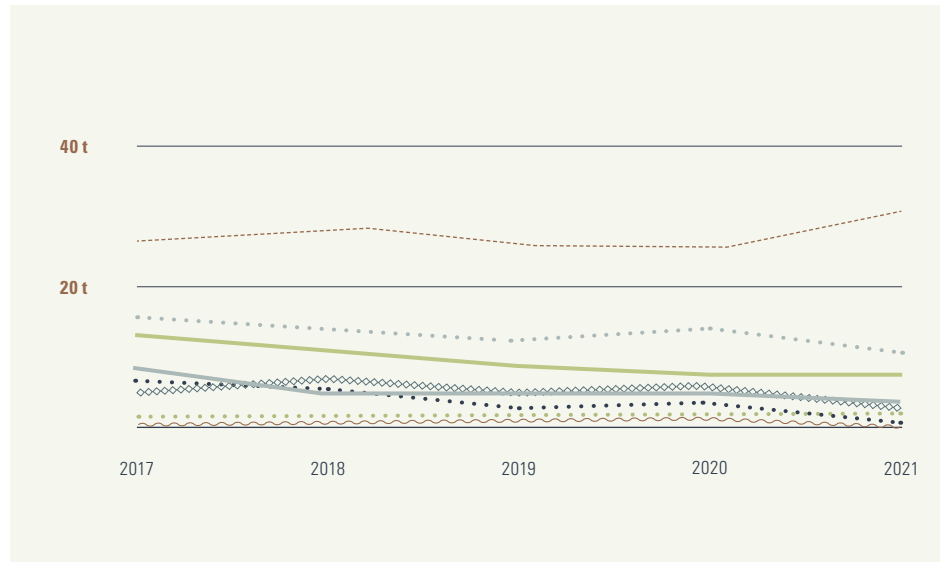
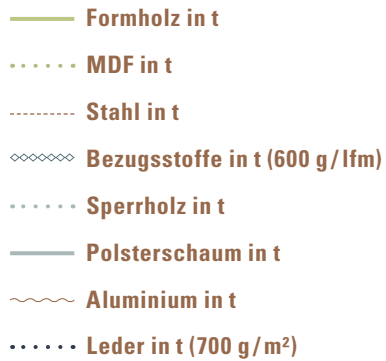


## Products sold

(without accessories and product accessories)



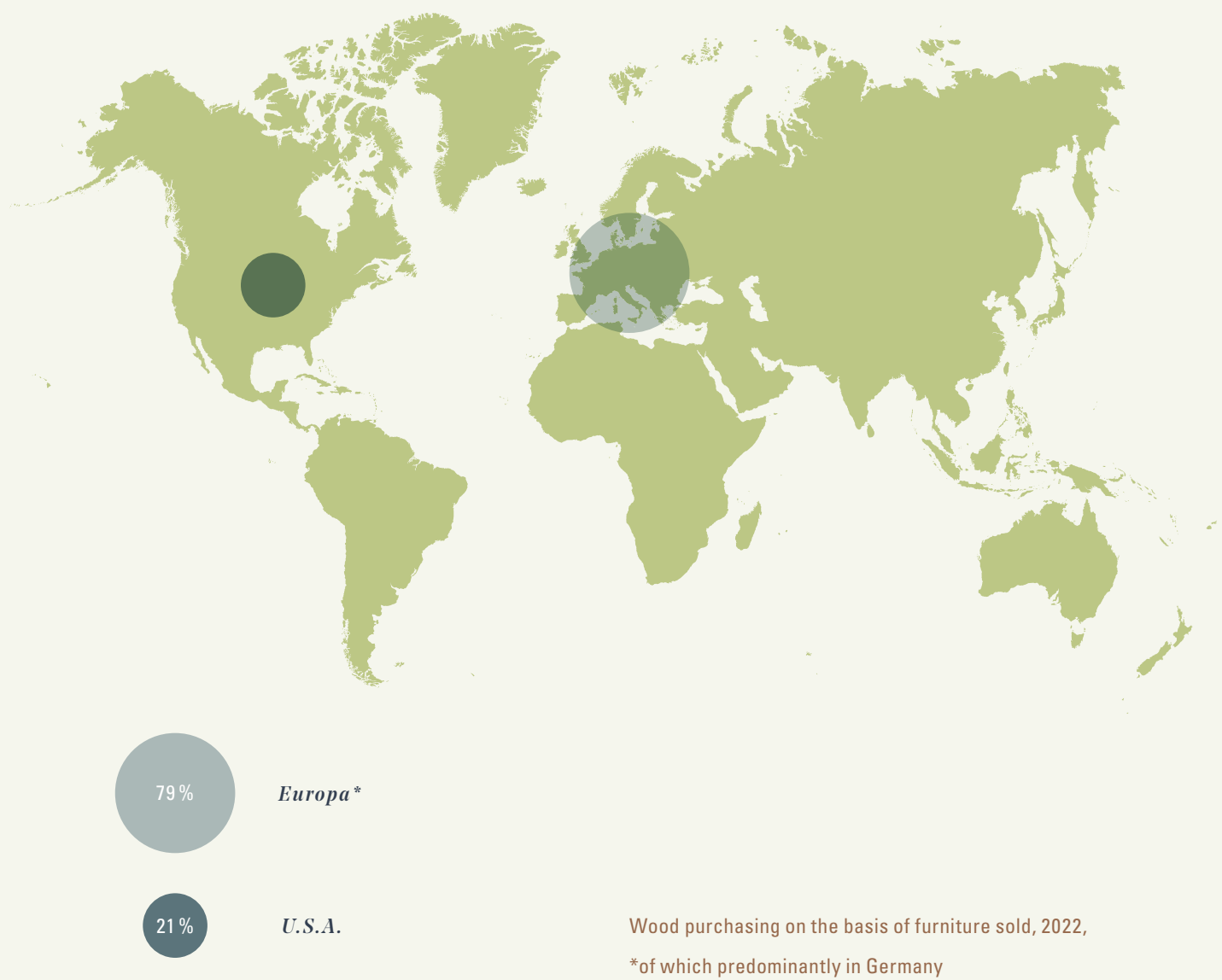
## MATERIAL CONSUMPTION



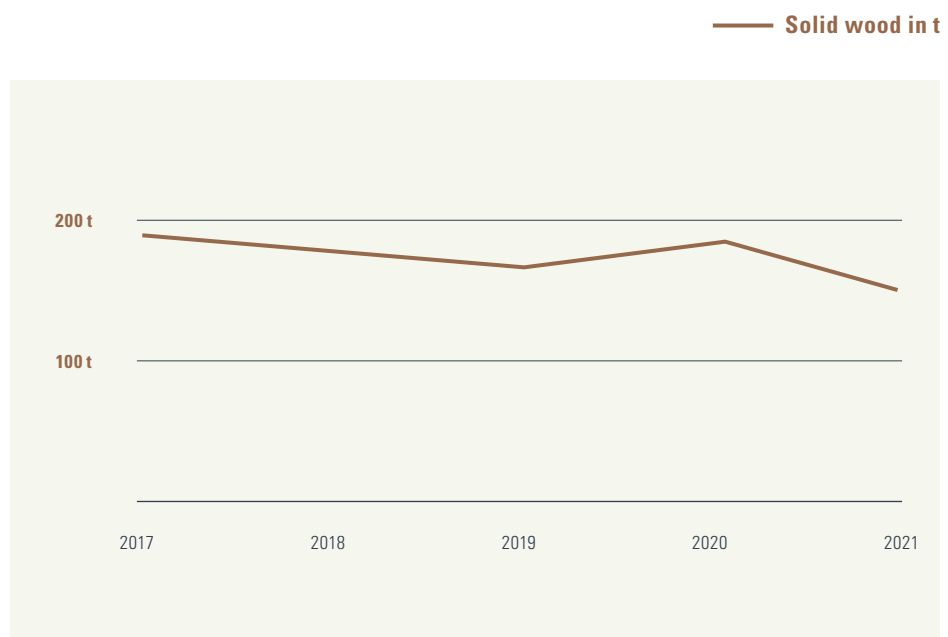
Material	2017	2018	2019	2020	2021
Solid wood in t	195.063	185.157	172.998	180.706	150.598
Moulded wood in t	6.884	6.259	5.853	4.551	4.865
Plywood in t	13.475	12.763	11.897	12.943	10.156
MDF in t	0.763	0.76	0.818	0.829	1.856
Steel in t	31.154	31.969	30.501	29.992	31.381
Aluminium in t	0.257	0.256	0.2	0.36	0.168
Upholstery foam in t	3.359	3.178	3.01	2.823	2.629
Cover fabrics in lfm	3155.5	3975.1	3603.3	3613.8	2812.4
Kvadrat (incl. samples)	2566.5	3433.1	2772.3	2873.8	2134
Rohi	589	542	831	740	678.4
Leather in sqm (total)	2612.8	2193.9	1360.52	1612.69	1012.13
Reinhardt in sqm	1507.8	1177.9	863.52	662.69	556.13
Elmo in sqm	1105	1016	497	950	456



## Wood purchase / consumption

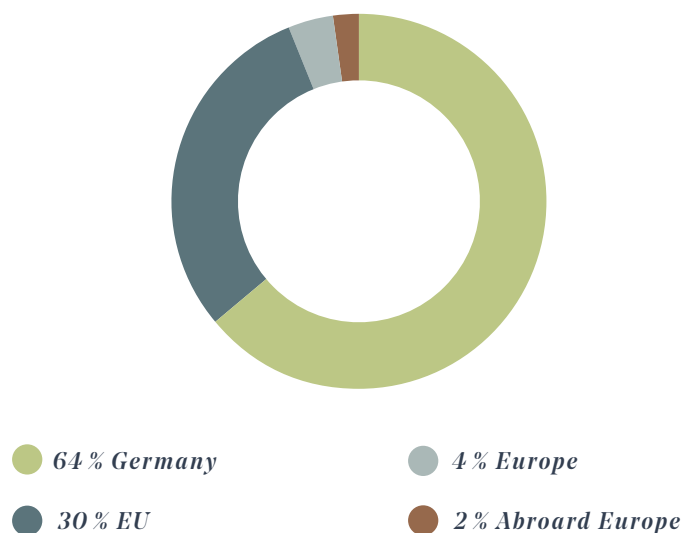






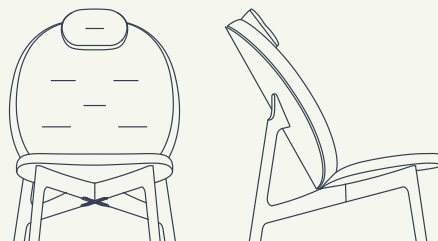
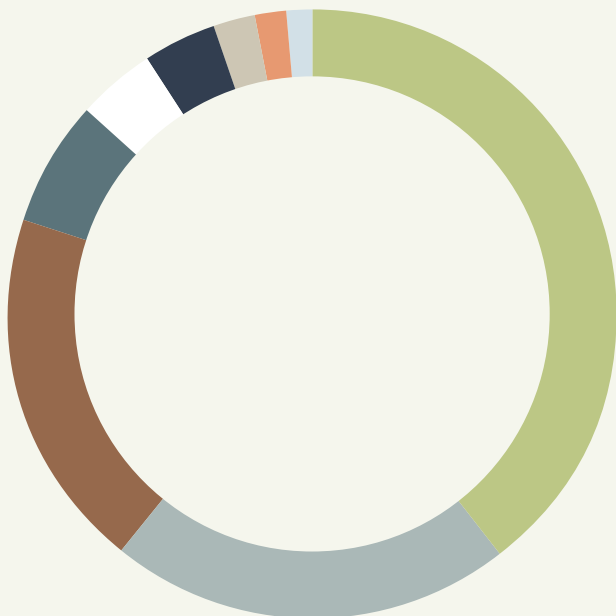
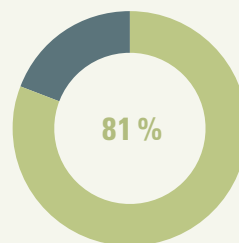
## Origin of raw materials

Location of manufacture for materials and semi-finished products (proportion of all materials and semi-finished products used by us based on our material library):



## Product data sheet

**ZENSO HIGH**, Oak – finally, also with consistent natural upholstery.  
The ZENSO HIGH is made from natural products. From the materials to the manufacturing, to the packaging, a well-conceived product.



39.67 % *Wood based materials*  
21.12 % *Oak*  
19.34 % *Organic natural rubber*

6.68 % *Fabric*  
4.06 % *Organic cotton*  
3.92 % *Steel*

2.35 % *Sheep wool fleece*  
1.57 % *Other*  
1.21 % *Down*

Image	Materials	Origin	Description
	Natural latex, natural latex flakes, organic cultivation	IN	Natural latex from controlled organic cultivation; 100% certified according to GOLs (Global Organic Latex Standard); Processed in: Germany
	Sheep's wool fleece, organic animal husbandry	GB	Virgin sheep's wool fleece from controlled organic animal husbandry; 100 % certified according to GOTS (Global Organic Textile Standard); Processed in: Germany
	Cotton, controlled organic cultivation	KG	Cotton from controlled organic cultivation; 100 % certified according to GOTS (Global Organic Textile Standard); Processed in: Germany
	Down and feathers	FR	Exclusively from "slaughter pluck" as a by-product of the meat industry. Meet the high requirements of "STANDARD 100" from OEKO-TEX® and have been awarded the „RESPONSIBLE DOWN STANDARD“ certificate, among others. Processed in: Germany

## QUALITY

We do not define the quality of our products simply by the flawless quality of the materials and the excellent craftsmanship. For us, quality is an interplay between people, nature and the furniture itself. In this context, the social and ecological added value achieved through sustainable production plays a very important role. We define our quality through fair, and respectful treatment of our employees and partners, resource-conserving production and social commitment.

Working with solid wood requires concentration and expertise from every single person at the workpiece. The high level of qualification of our carpenters plays a decisive role in the production of our furniture. This already begins with the choice of wood, which requires a trained and sensitized eye - the image of the finished tabletop must already be present in the mind when the raw boards are put together.



## Reclamations

Reclamations are always a form of feedback. Of course, it would be nice if nothing was complained about. But nothing is perfect, and we can and want to learn from our mistakes. In the following diagram you can see the complaint rate of the past years. Despite the many custom-made products, we realise for our customers at any time, it is low. But compared to 2019 and 2020, the number of complaints has increased somewhat. This is also due to

the increasing number of custom-made products and new furniture models in recent years, but of course the aim this year is to reduce the number again. We are even more grateful for the often very constructive criticism and your feedback. They help us to achieve this goal. Our ambition is to achieve a complaint rate of well below 4 % by 2025.



## PACKAGING DESIGN

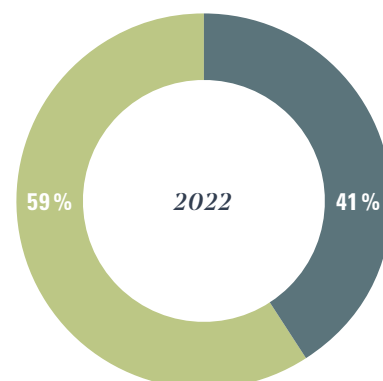
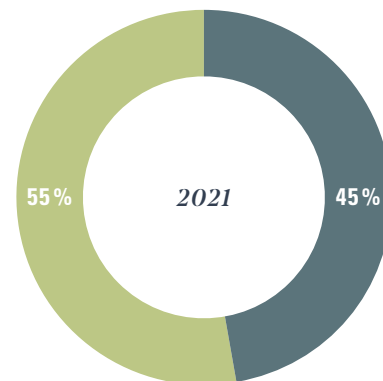
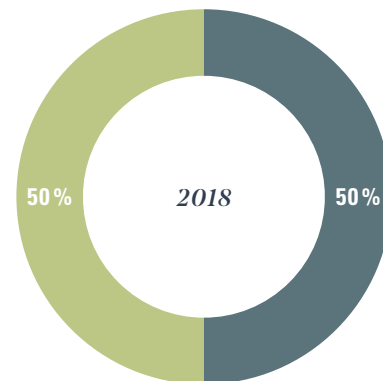
The majority, around 59 %, of our products are packed and transported in “flat packs”, an optimised packaging size thanks to suitable modular construction.


This saves up to 500 % of the actual transport volume and thus valuable fossil resources. In 2018, the share was still at 50 %. Since 2018, almost all new products can be transported in “flat packs”. Our goal is to continue to design our furniture so that it can be shipped in the smallest possible packaging units.

### Packaging material

Our furniture is packaged resource-efficiently and individually to measure by optimising machines. In addition, a changeover in the packaging materials we use was initiated in 2020. The goal is to replace all primary raw materials with recycled materials, renewable raw materials or biodegradable alternatives by 2030. For our “Special Sale”, we already use packaging materials several times.

The cardboard boxes used by ZEITRAUM are manufactured in Germany and consist of up to 85 % recycled paper. Furthermore, in addition to the FSC seal, they are certified according to ISO 14001, ISO 9001, ISO 18001 and ISO 22000 and thus meet the highest requirements regarding environmental and management systems.<sup>4</sup>

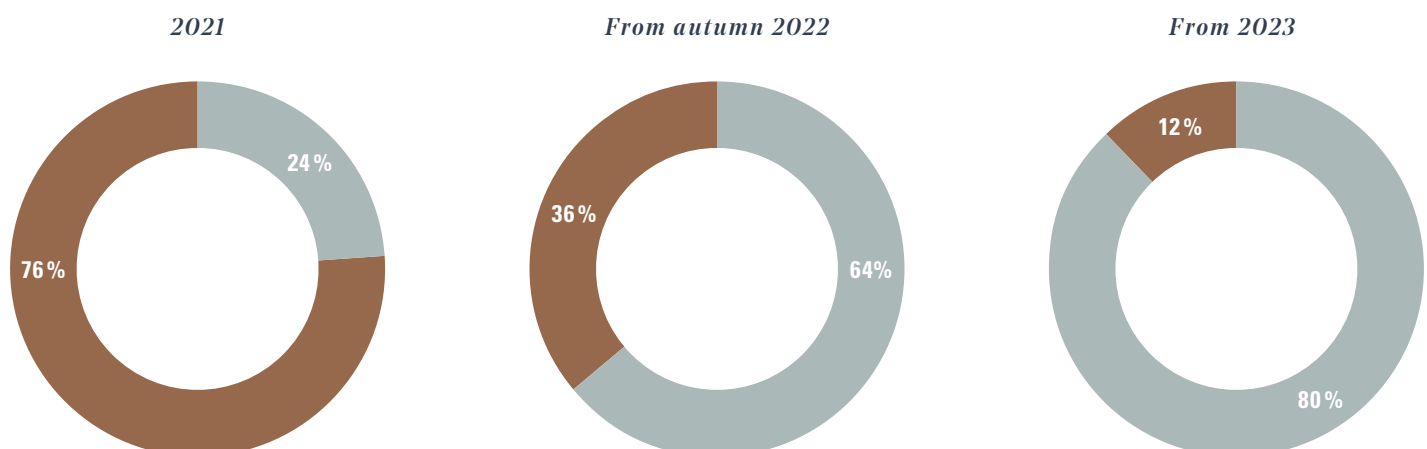


Product	Materials	Recyclability
Cardboard	60 % to 85 % Waste paper content	 <b>Recyclable</b>
Until 2023: PE foam fleece	100 % Polyethylene	
From 2023: Recycling PE-Nadelvlies	100 % Recycling polyethylene	
PP strapping	100 % Polyethylene	
Paper tape	99 % Paper 1 % Polyethylene	

## Plastic free chair packaging

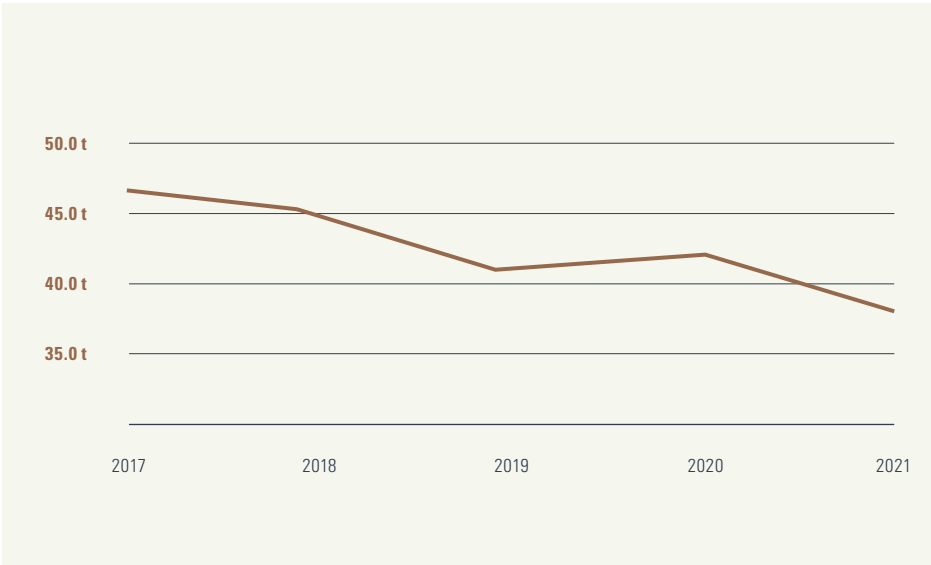
Share since 2021 to 2023:

- *no plastic cover*
- *with plastic cover*

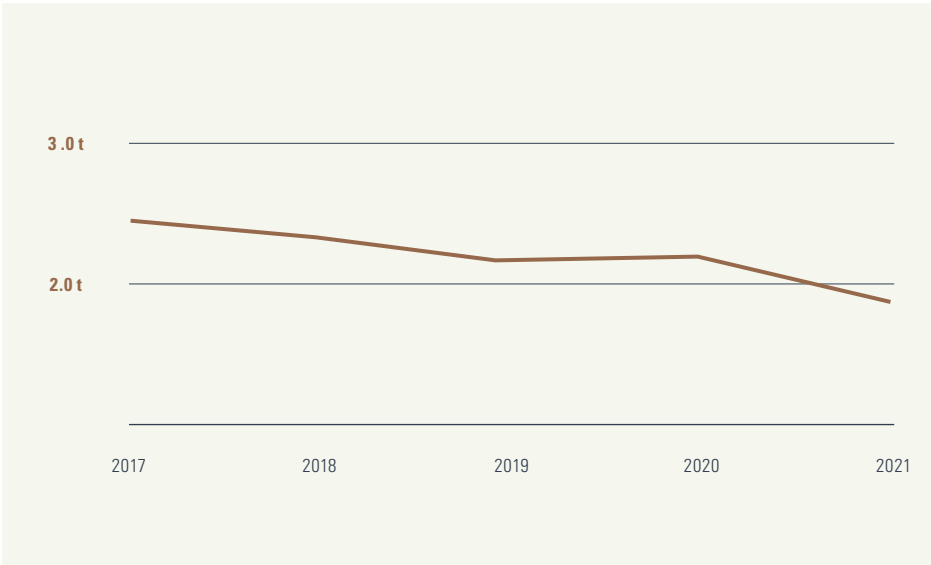


Packaging consumption

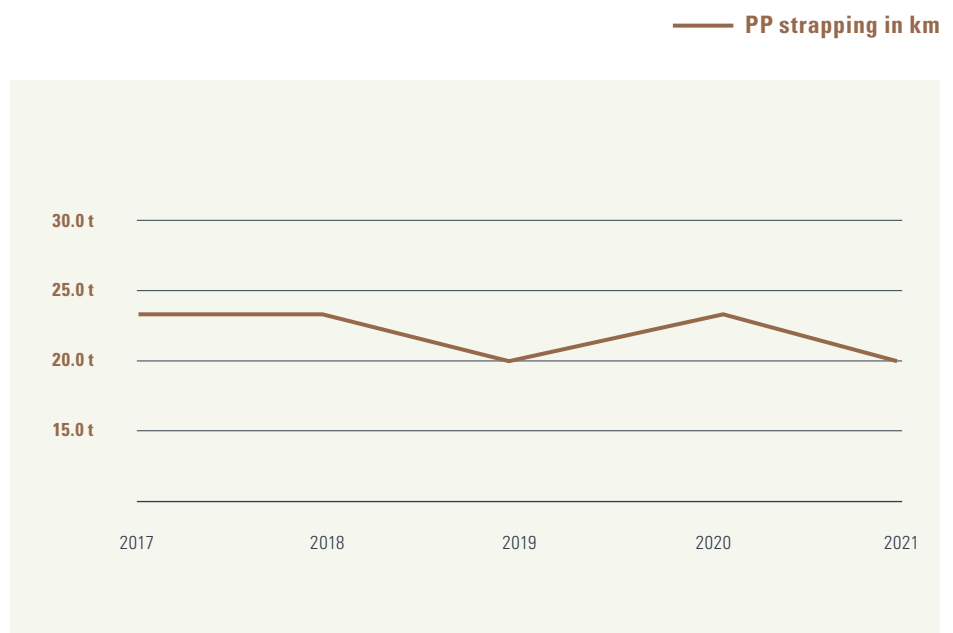
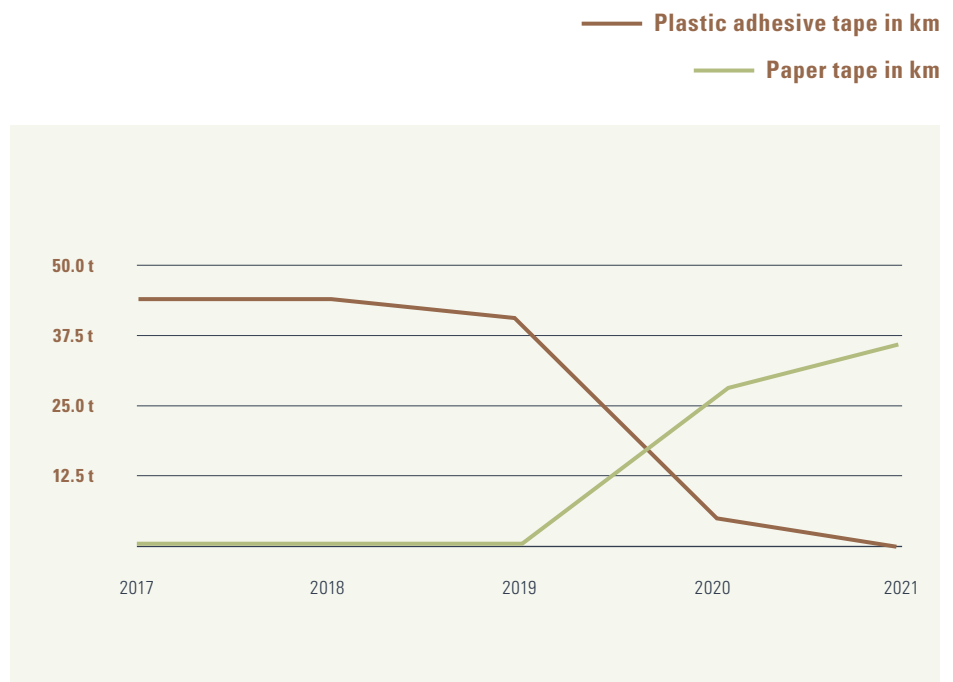
Cardboard consumption in t



PE foam fleece/bubble wrap in t









## OUTLET PRODUCTS

For us, a long life cycle of consumer goods is a central factor and one of our contributions to the sustainable development of the economy. To push this goal also for internal processes, the furniture we use is offered in our ZEITRAUM Shop.

With our ZEITRAUM Outlet products, we honour the longevity of our furniture and the idea of conscious consumption. That what we make and buy should be carefully selected, appreciated and not discarded. Our products are created from valuable natural materials and resources.

In our online shop, we deliberately put the outlet goods on a par with our new pieces. Many of the outlet products are in perfect condition. They come from a photo shoot, a sampling or a trade fair and often show no signs of use. Others are exhibition pieces or prototypes that show one or two scratches or have been minimally modified for the collection. A scratch is a small external flaw, but it does not reduce the quality and stability of the product. We carefully check and rework all products and reduce the price accordingly. In the spirit of sustainability, a second life cycle begins for them.

Now we sell within Germany. In the future, the shop will be expanded to Austria, Switzerland and Benelux.

## REPAIR

Our high-quality standards are shaped by a consumer-critical approach. In an increasingly alienated, digitalised world, we are grounded by the knowledge that something can be repaired in order to be able to use it longer, to get to know it, to appreciate it and to pass it on. The value and the resulting long lifespan give our customers an emotional connection to their furniture. Repair is sustainability in action and shows respect for the materials used and the craftsmanship behind them. Furniture is precious and worth preserving.

To ensure that your favourite pieces can inspire you for many generations, we have created the ZEITRAUM repair service. A concept that keeps our furniture in circulation.

## Repair service and spare parts

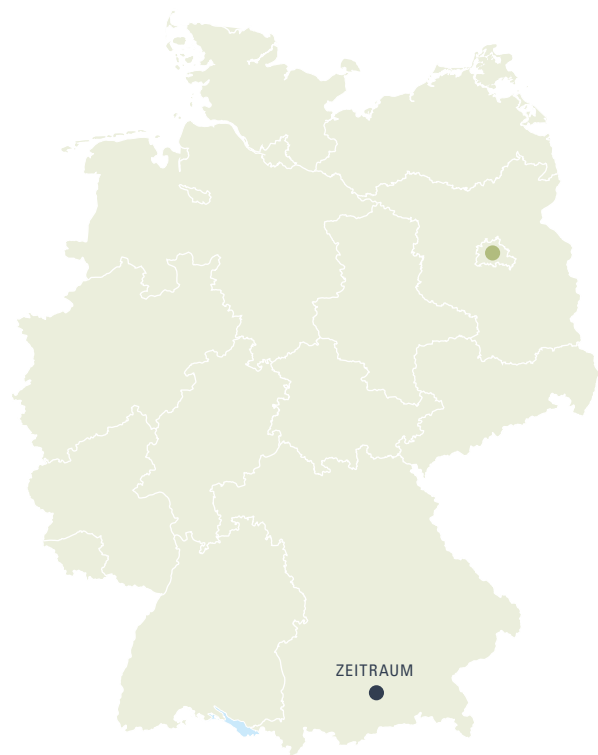
The ravages of time are inevitable, and the years do not leave their mark on our furniture either – a chair leg wobbles, a screw is lost or burn, and water stains adorn the tabletop. We have taken precautions for this case and offer a wide range of spare parts and repair options.

### Repair service

If your furniture needs to be repaired or has lost its shine over the years, we also offer a repair service in addition to our surface maintenance sets. You can bring your furniture to us in Wolfratshausen, south of Munich, or simply send it to us by appointment. Since this year we also have a partner workshop in Berlin. Of course, if you must travel long distances, we recommend that you visit the nearest carpenter's workshop. This saves costs, nerves and is better for the environment. Our goal is to find four more partner workshops in Germany by the end of 2023 to make furniture repair a habit again.

### What spare parts are available?

Basically, you can reorder everything from us. For some parts, this is even possible 20 years after the purchase of your product. Generally, 10 years is no problem at all. From screws, table legs, seat shells to furniture glides, almost anything is possible.



**Repair workshops in  
Wolfratshausen and Berlin**



## Activities and goals related to the UNGC principles and the Sustainable Development Goals (SDGs)

UNGC Principles	SDGs Goals	Action	Goal	Period	Status Target achievement	Current value in %	Prior year value in %	Change in %
7, 8, 9	3, 9, 12, 13, 14, 15	<ul style="list-style-type: none"> <li>• Introduction of natural upholstery materials (natural latex, virgin sheep's wool, natural latex flakes)</li> <li>• Material transparency through the Furniture Footprint</li> </ul>	Reduction of PUR foam consumption by 30 %	2018-2030	 60 %	18 %	12 %	6 %
7, 8, 9	11, 12, 13	<ul style="list-style-type: none"> <li>• Use alternative materials for aluminium</li> <li>• Material transparency through the Furniture Footprint</li> </ul>	Reduction of aluminium by 70 %	2020-2030	 77 %	54 %	n. a.	
7, 8, 9	3, 4, 9, 11, 10, 12, 13, 14, 15	Material transparency through the Furniture Footprint	Reduction of mineral tanned animal leather by 60 %	2018-2030	 91 %	54.4 %	39.3 %	15.1 %
7, 8, 9	9, 12, 13	Conversion of packaging materials	Removal of primary PE packaging films; reduction by 100 %	2018-2030	 23 %	23 %	16 %	7 %
7, 8, 9	9, 11, 12, 13	Develop and expand "Flatpack" compatible design	Share of "flat-pack furniture" of more than 60 %	from 2017 until 2023	 98 %	59 %	55 %	4 %
7, 8, 9	9, 11, 12, 13	Replacing the plastic covers with cardboard boxes	Plastic free chair packaging	from 2020 until 2025	 64 %	64 %	24 %	40 %
7, 8	8, 9, 11, 12, 13	Opening of repair service points	5 repair workshops in Germany	2021 until end 2023	 40 %	40 %	20 %	20 %
7, 8, 9	11, 12, 13	Design optimisation and quality assurance through control systems	Reclamation rate of less than 4 %	until 2025	 -25 %	5.33 %	4.24 %	-1.09 %





# Transparency

## OPEN COMMUNICATION

We try to talk about ourselves, our furniture and our value creation as multifaceted and transparent as possible. To do so, we use digital and printed media, but we are equally available to our customers at trade fairs, through global dealers or in person at our premises at any time. Our sustainability reports, which we have been publishing since 2018, are publicly available in printed form, as excerpts or for download on our website. In order to create the greatest possible transparency in the area of materials, value creation, supply chain and certificates, we developed the "Furniture Footprint" in 2018 and have continued to develop it ever since.

## FURNITURE FOOTPRINT

The Furniture Footprint is a new form of communication between our customers and us. It is an interactive sustainability rating system of products that makes it possible to immediately and interactively record their sustainability and gives the opportunity to learn everything about the materials used. In addition to the greatest possible transparency, we thus provide our customers with the chance to make conscious purchasing decisions. Furthermore, product development as well as our value creation are promoted in terms of sustainability on an ecological, social and economic level.

In the specific product data sheets you will find access to all sustainability-relevant information. You can trace the origin of the raw materials used and see where and under what social conditions the production took place. The materials are evaluated on the basis of sustainability criteria with scores from 0 to 10. The six parameters are based on the United Nations' "17 Sustainable Development Goals" and the specific life cycle assessment data of the materials. The "Furniture Footprint" bridges the gap between subjective design perception and objective, sustainability-relevant areas and is therefore an interface between aesthetics and considered consumption.

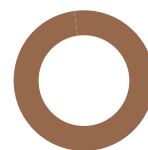
In addition to the reduction of the parameters from seven to six, a visual representation of the material proportions and the inclusion of further details, there is a traffic light system as of this year that makes it even easier to orientate oneself in view of the large variety of products. The percentage ratings are now marked with the help of intuitive colours and can be broken down as follows. Both the products and the materials are subject to the new traffic light system:



**100 - 76 %**



**75 - 51 %**



**50 - 0 %**



## Fairness

Despite global distribution and high price pressure, we have our furniture produced regionally. ZEITRAUM relies on long-term partnerships and fair cooperation. We set a good example, face up to our social responsibility and promote traditional craftsmanship in our region. We are convinced that thoughtful consumer behaviour can only be achieved through appropriate communication. We want our customers to know where and under what conditions our materials and products are manufactured and to be able to decide for themselves whether our furniture meets their individual ideas of sustainability. The "Furniture Footprint" is a way to communicate knowledge quickly, fairly and at eye level and to disclose information about our products in order to ultimately promote responsible purchasing decisions.

## Climate

We can use the diagrams to simulate material combinations and optimise our choice of materials for the respective products against the background of sustainable value creation. Always on the lookout for more sustainable alternatives, we recognise our own weak points through the "Furniture Footprint". The combination of internal reflection, interaction and absolute transparency gives us the opportunity to increase general awareness and, together with our customers, to move towards even more climate-friendly products.

## Resources

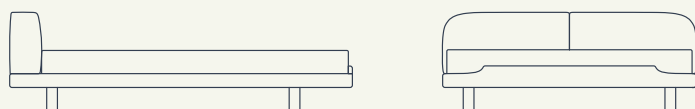
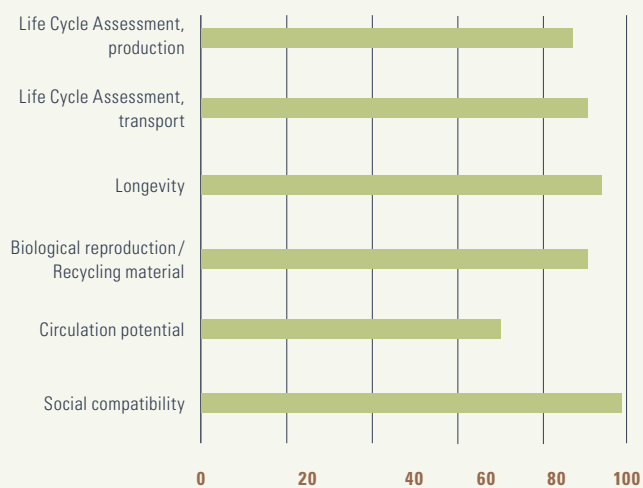
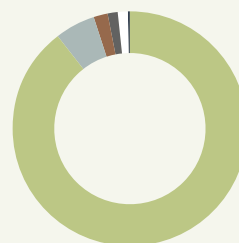
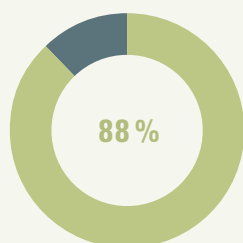
By evaluating the parameters, we can quickly and efficiently see how many resources are being consumed in order to then optimise processes if necessary. Our customers can also actively compare product variations and material combinations, environmental data and transport routes in order to be able to decide on the most resource-friendly product. We give our customers the opportunity to question their own consumption behaviour, to recognise the ecological advantages of solid wood in comparison to other materials, in order to jointly promote a positive development.

## Product data sheet

### ECLAIR Bold, Bed

Oak, 180 × 200 cm, upholstered headboard, fabric

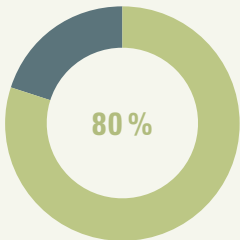
incl. SILENT slatted base system





Material data sheet

1 Plywood, veneer panel  
(Moulded wood)



Tab. 1 A: Material data sheet,  
Plywood, veneer panel, general 6

Material group	Natural-synthetic material; wood-based materials; plywood; veneer panels
Name	Plywood (GB, US); Furnierplatten; Schichtholz; Kunstharzpressholz; Brettsperrholz; etc. (D)
Short name	FU
Manufactured in	Germany
Origin of the wood	Germany (Top veneer outside Germany if necessary)
Version	Moulded wood
Use	Mainly for industrial furniture making and interior design; plywood moldings; boat and aircraft building; special parts: bulletproof elements impregnated in resin; model and tool making

<sup>7</sup> BMI 2021: Oekobaudat. Database

<[https://www.oekobaudat.de/no\\_cache/en/database/search.html](https://www.oekobaudat.de/no_cache/en/database/search.html)>

Access, on 27.01.2021

<sup>8</sup> WEZEL, O. (2019): Strength properties of wood-based materials according to DIN EN 622

<<http://www.tischler-ole-welzel.de/Holzwerkstoffe/Faserplatten%20nach%20DIN%20EN%2013986.pdf>>





Access, on 03.09.2019

**Tab. 1 B: Material data sheet,**  
**plywood, veneer panel, specific** <sup>7/8</sup>

General description (Manufacturer spec.)		
<b>Certifications/Information</b>	FSC, PEFC, E1 (EU), ISO 50001, REACH	
<b>Emission class</b>	E1 (CARB not relevant)	
<b>Fire resistance</b>	Fire behavior: The tested product fulfills the requirements of building material class B1 for flame-retardant building materials according to DIN 4102, Part 1 (May 1998) when freely suspended or at a distance greater than 40 mm from the same or other flat building materials	
General description		
<b>Length</b>	1220 to 3050 mm	
<b>Wide</b>	1220 to 3050 mm	
<b>Thickness</b>	4 to 80 mm	
<b>Colour</b>	mostly light white yellowish	
<b>Texture</b>	plain, figured, smooth (top view), structure of several layers of veneer, smooth (cross section)	
Basic materials/ Auxiliary materials		
<b>Veneer layers</b>	From at least three layers; 0.8-2.5 mm thick veneer layers	
<b>Binder</b>	Synthetic binders; UMF adhesive (melamineformaldehyde resin), urea-formaldehyde resin (UF adhesive); approx. 5 %	
Life cycle assessment data plywood, average (GER)		6.33
<b>Resource input per kg</b>	A1-A3	
<b>Total non-renewable primary energy (PENRT)</b>	6.8 MJ	8
<b>Use of freshwater resources (FW)</b>	0.004 m <sup>3</sup>	1
<b>Environmental impact per m<sup>3</sup></b>	A1-A3	
<b>Global Warming Potential (GWP)</b>	-1.5 kg CO <sub>2</sub> -eqv.	10

Environmental impact Transport, per 1000 kgkm (1200 kg/m³)		9.5
Production site: Germany/ZEITRAUM		
Truck – ca. 1000 km	A4	9
Total non-renewable primary energy (PENRT)	1208 MJ	
Use of freshwater resources (FW)	0.064 m³	
Global Warming Potential (GWP)	89.69 kg CO <sub>2</sub> -eqv.	
Main raw material origin: Germany / Production site		
Truck – ca. < 100 km	A4	
Total non-renewable primary energy (PENRT)	120.8 MJ	10
Use of freshwater resources (FW)	0.006388 m³	
Global Warming Potential (GWP)	8.969 CO <sub>2</sub> -eqv.	
Sustainability Assessment		
Longevity	Very durable/moderately repairable (> 20 years)	9
Biological reproduction/ Recycled material	90 %	9
Circulation potential	Only thermally recyclable	4
Socially compatible	Yes	10
Total average rating		7.97

## Activities and goals related to the UNGC principles and the Sustainable Development Goals (SDGs)

UNGC Principles	SDGs Goals	Action	Goal	Period	Status Target achievement	Current value in %	Prior year value in %	Change in %
1-10	1-17	Extension of the Furniture Footprint to all products	Transparency and considered consumption	2020-2023	 90 %	90 %	75 %	15 %
1-10	1-17	Expansion through a visual traffic light system	Transparency and considered consumption	2021-2022	 100 %	100 %	0 %	100 %
1-10	1-17	Optimisation of the Furniture Footprint and inclusion of even more detailed information on our products (e.g. flat pack, reversible covers, certificates, emission values, etc.)	Transparency and considered consumption	2021-2022	 100 %	100 %	0 %	100 %
1-10	1-17	Inclusion of the packaging materials in the data sheets	Transparency and considered consumption	2021-2022	 100 %	100 %	0 %	100 %

















































# Environment

## CERTIFICATES

The raw materials and processes necessary for value creation are fundamental to sustainable furniture construction. With the help of certifications, not only ecological but also social sustainability can be demonstrated for products and company practices. The seals can guarantee a wide range of qualities and make it easier for us and ultimately also for our customers to orientate themselves in the abundance of offers and to act responsibly. In the furniture manufacturing sector, the manufactured product goes directly to the end consumer, so it is very important to us that we disclose all certificates and environmental ratings in the specific "Furniture Footprint" to facilitate our customers' decision-making.

The product and manufacturer certificates are shown below. The assignment and explanation of the certificates can be found in the following table.

MATERIAL	Certificates of manufacturers and suppliers				
<b>European solid wood</b> Ash, Oak, European walnut					
<b>American solid wood</b> Walnut, Cherry > AHEC	The Evergreen Initiative	NHLA			
<b>Derived timber product</b>					REACH
<b>Oils</b>					
<b>Lacquer &amp; stain</b>					
<b>Glue</b>					
<b>Linoleum from Forbo</b>				Nordic Swan	DGNB
<b>Ceramic</b>					
<b>Fabrics from Kvadrat</b>					 REACH Energi Danmark
<b>Fabrics from Rohi</b>					
<b>Leather from Elmo</b>					
<b>Leather from Reinhardt</b>	Cradle to Cradle	FCKW frei	LGA schadstoff-geprüft		
<b>PUR Foam</b>		REACH			
<b>Fleece</b>			REACH		
<b>Down</b>	in process				
<b>Mattresses</b>					QUL LGA schadstoff-geprüft eco Institut
<b>Slatted base system</b>		REACH			
<b>Lampshade coverings</b>	REACH				
<b>Cable socket &amp; plug</b>					
<b>Steel frames</b>			GSI SLV		
<b>Metal fittings from Blum</b>					
<b>Moulded fleece</b>		LGA schadstoff-geprüft			
<b>Cardboard packaging</b>					
<b>Polyester fibre sticks</b>					

## Definitions



**Blue Angel:** The Blue Angel guarantees compliance with the highest standards for environmental, health and usage properties. The entire life cycle of the product is taken into account. The Blue Angel for low-emission, environmentally friendly upholstered furniture in accordance with RAL UZ 117 signals that the products have a low environmental and health impact throughout their life cycle, right through to recycling and disposal.



**CATAS:** With the CATAS certification, the manufacturing company, distributor or EU authorized representative assures that the product has been subjected to and passed a stability test. It is thus a seal of quality that identifies a sustainably stable construction of the product that is suitable for the material.



**CE:** With the CE marking, the manufacturing company, the distributor or the EU authorized representative ensures, in accordance with EU Regulation 765/2008, that the product complies with the applicable requirements.

**eco INSTITUTE:** With this seal, eco-INSTITUT GmbH independently certifies low-emission paints and coatings. The independence of the assessment and the integrity of the testing activities are guaranteed by the accreditations according to ISO / IEC 17025.



**Émissions Dans L'Air Intérieur:** The French VOC label has been mandatory for products entering the French market since January 1, 2012, and classifies them according to emission classes from A+ to C. The basis of the test corresponds to ISO 16000, which is the basis of the methodology for the Committee for Health-related Evaluation of Building Products (AgBB) and the German Institute for Building Technology (DIBt).



**EU Ecolabel:** The EU Ecolabel is a certification for environmentally friendly products and services. It aims to reduce global pollution and is a recognized EU ecolabel in all member states of the European Union as well as in Norway, Liechtenstein and Iceland.



**European Timber Regulation (EUTR):** The European Timber Regulation obliges certified companies trading in timber and timber products in the internal market for the first time to prove that they originate from legal harvesting. The market participants are subject to a duty of care. They must ensure the traceability of products and document information regarding buyers and suppliers.



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**CFC free:** Chlorofluorocarbons CFCs are a chemical group of low-molecular organic compounds. They can be used as propellants, coolants or solvents. Today, they are banned in many areas of application because they are largely responsible for the depletion of the ozone layer. This means that their global warming potential is significant compared to many other chemicals.

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**FSC:** The Forest Stewardship Council (FSC) was founded in 1993, one year after the “Environment and Development” conference in Rio de Janeiro. The FSC is supported by environmental and nature conservation organizations (WWF, NABU, etc.), social organizations (IG BAU, IG Metall, etc.) and numerous private companies. It is a seal for responsible and sustainable forest management and defines criteria and principles not only for wood but also for many other forest products, such as resin, brushwood, berries and mushrooms.

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**Geprüfte Sicherheit (Proven safety):** This seal is used to identify products that meet all the requirements of the Product Safety Act (ProdSG). The requirements are compatible with the DIN standard as well as the European standards and protect the user against “damage to life and limb” when used as intended and in a foreseeable manner. The seal was introduced in 1977.

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**GREENGUARD Certification:** The GREENGUARD certificate is an environmental seal of the environmental organization UL Environment for products of various kinds. It ensures that certified products meet strict requirements for the emission of volatile organic compounds (VOCs) into indoor air.

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**GSI SLV Certified welding company:** It is a seal of the “Gesellschaft für Schweißtechnik International GmbH” (GSI). Welding companies that bear this seal have a valid welding approval certificate, award or other quality promise issued by GSI. Only then may they bear the “Certified Welding Company” seal of quality.

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**Indoor Air Comfort Gold:** This Eurofins certificate incorporates the highest standards of any European rating system and quality labels for low-emission products into one quality seal. Products that receive this certificate are subject to constant inspection and are considered to be particularly low in emissions. They meet all requirements regarding international guidelines and limit values.

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**ISO 14001:** The globally recognized international certification ISO 14001 defines requirements for an environmental management system for products and services. The associated family of standards specifies criteria for life cycle assessment (LCA), environmental indicators and environmental performance evaluation.

**ISO 22000:** The international standard ISO 22000 came into force on September 30, 2005 and sets requirements for food safety. It is considered the global standard for management systems in this area.

**ISO 500001:** ISO 500001 is a global standard and defines requirements for effective energy management. Key objectives of the standard are energy efficiency, reduction of CO<sub>2</sub> emissions, and other environmental impacts resulting from energy consumption.

**ISO 9001:** International certification to ISO 9001 defines a globally recognized standard for the requirements of effective quality management in companies, independent of industry and across borders.



**natureplus:** The certificate is awarded by the "International Association for Sustainable Building and Living". It provides consumers with a reliable guide to sustainable, ecologically sound and environmentally friendly products. It confirms compliance with high quality standards in all environmental aspects.

**NHLA:** The NHLA (National Hardwood Lumber Association) has developed a Sustainability Verification Certificate, which, similar to the FSC certificate, specifically addresses environmental issues and sets requirements for sustainable forest management.



**OEKO-TEX 100:** OEKO-Tex 100 is a globally recognized, independent testing and certification system for textile raw materials, intermediate and end products at all stages of processing, and for accessory materials used. The test criteria and limit values relate to important legal regulations on banned AZO dyes, formaldehydes, nickel, etc., as well as the European chemicals regulation REACH and numerous other environmentally relevant substance classes.



**PEFC:** The Program for Endorsement of Forest Certification Schemes (PEFC) originates from an initiative of the European Forest Owners Association. It was founded in Helsinki in 1999 to protect European forests and covers around 69 % of the certified forest area in Germany. It is an independent environmental label and sets comprehensive requirements for sustainable forest management.



**Quality Association Environmentally Compatible Latex Mattresses e.V. (QUL):** QUL testing stands for pollutant-free natural latex products of the highest quality. Awarded mattresses meet the most stringent requirements in terms of pollutant emissions and chemical components — the tests ensure that member companies' products do not contain critical ingredients such as pesticides, harmful heavy metals, PCPs or other VOCs in concentrations of concern. In addition, mechanical testing is also carried out. The chemical test for all natural products is performed once a year, the mechanical test every three years.

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**REACH:** "REACH" means an EC Regulation directly applicable in the Member States of the EU and entitled "Regulation (EC) No 1907/2006 of the European Parliament and of the Council of 18 December 2006 concerning the Registration, Evaluation, Authorization and Restriction of Chemicals ( REACH) and establishing a European Chemicals Agency".

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**Responsible Down Standard:** The "Responsible Down Standard" (RDS) is a certification of Control Union Certifications Germany GmbH for down and feather products. The accompanying requirements cover the entire value chain. The RDS certification guarantees the renunciation of force-feeding as well as live plucking and enables a gapless traceability of the raw materials from the producer, to the processing plants. An inspection of the certified farms is carried out annually.

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**LGA tested for harmful substances:** The LGA test mark "Schadstoffgeprüft" (tested for harmful substances) is issued by TÜV Rheinland and sets high requirements for emissions of harmful substances. The criteria include durability tests, limited emissions of volatile organic compounds (VOCs) and formaldehydes, etc..

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**Marine equipment 96/98/EC:** The product certified with this seal by a notified testing and certification body may be used on any vessel (with EU member state flag) without further testing.

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**TÜV Süd (for wood materials from Becker):** For the product "Beech plywood" the fire marking for painted and unpainted materials was determined within the framework of a TÜV-compliant test. The results of the test comply with the guidelines. The fire index describes the specific property of the material when exposed to heat and flames under laboratory conditions.

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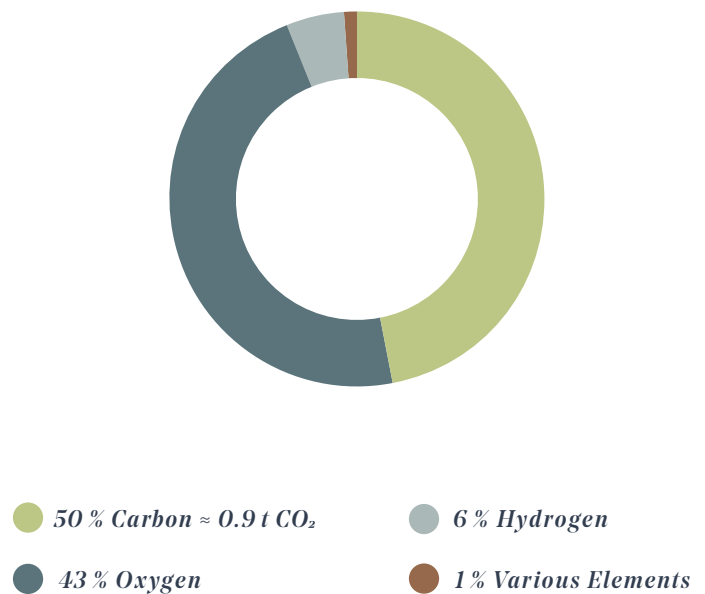
## TRANSFORMATION POTENTIAL OF WOOD

### Carbon storage

Trees produce biomass and oxygen from sunlight and CO<sub>2</sub>, thereby permanently binding CO<sub>2</sub> in the form of carbon (C) and contributing to a considerable reduction in greenhouse gases. The carbon remains in the processed sawn wood and ultimately in our furniture and is only released when the wood is possibly recycled, e.g. thermally, after the end of its use phase. The CO<sub>2</sub> can then in turn be absorbed by plants.<sup>9</sup> The processing of wood consumes very little energy.<sup>10</sup> In addition, the amount of waste is very small due to the possibility of material and thermal recycling of the residual wood. This saves fossil fuels and reduces avoidable CO<sub>2</sub> emissions. In addition, the use of wood as an alternative material to iron or aluminium further reduces potential emissions.

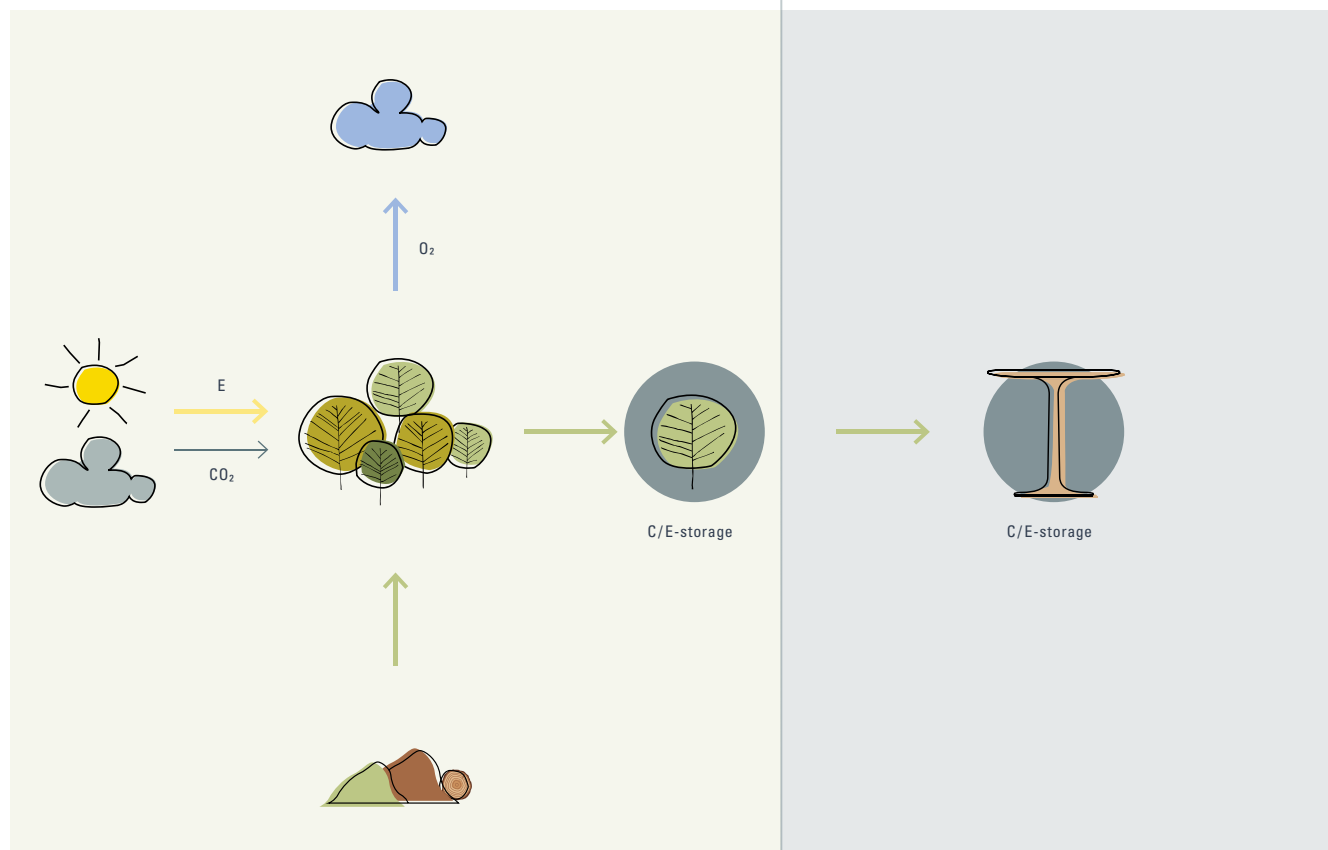
Thanks to our high product quality, the use of repairable materials and our spare parts and maintenance service, we can guarantee a very long usage phase and thus the storage of carbon in our furniture over a long period of time, thus actively contributing to climate protection.

**Material composition of wood per m<sup>3</sup>**  
(average volume percentages for hardwood)



## Forest

## ZEITRAUM Furniture



● E = (Solar) energy

● O<sub>2</sub> = Oxygen

● CO<sub>2</sub> = Carbon dioxide

● C = Carbon

● Storage



## Energy storage<sup>11</sup>

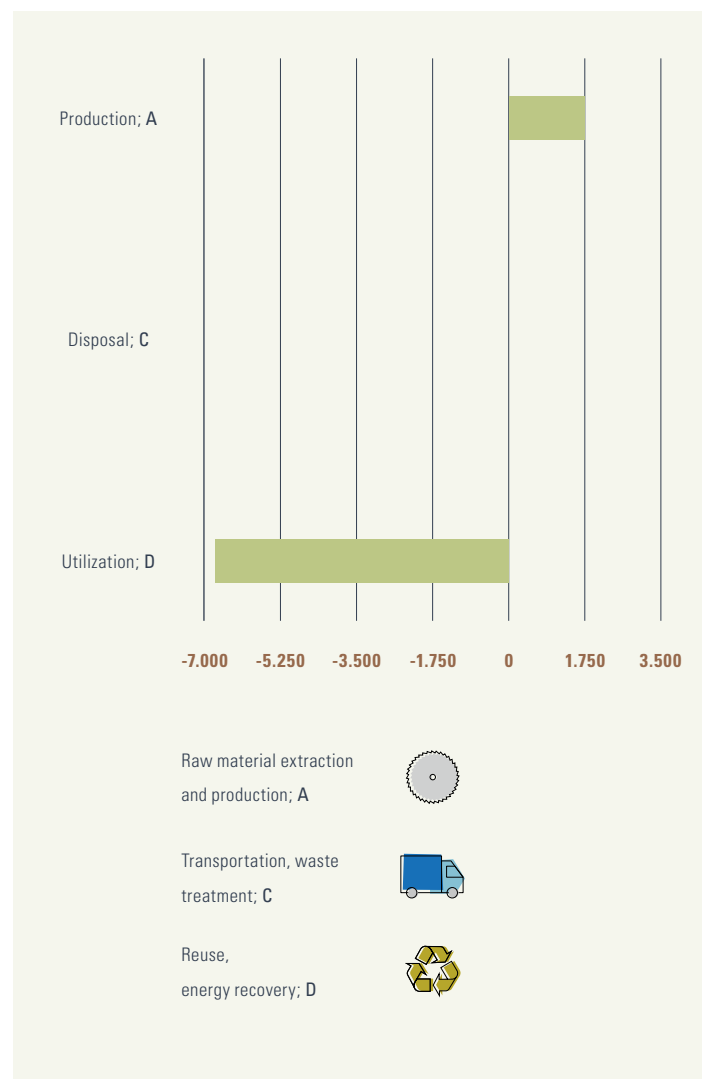
In addition to carbon, trees also store solar energy. This means that wood products often bind more energy than is necessary for their production. This energy can be used at the end of a life cycle for heat or electricity generation.

Using the example of sawn oak (12 % wood moisture), it becomes clear that the amount of energy required to produce the material is four times lower than the amount of energy that can be recovered through climate-neutral combustion. In addition, production offcuts that occur during the manufacture of the products can be used for direct thermal energy recovery, thus saving additional fossil resources.

Life cycle assessment datasets of ÖkoBauDat, A-D  
 Environmental data (input/output) from raw material extraction, manufacturing (A) to reuse (D) (BMI, 2020)



● **PENRT in MJ/m<sup>3</sup>**



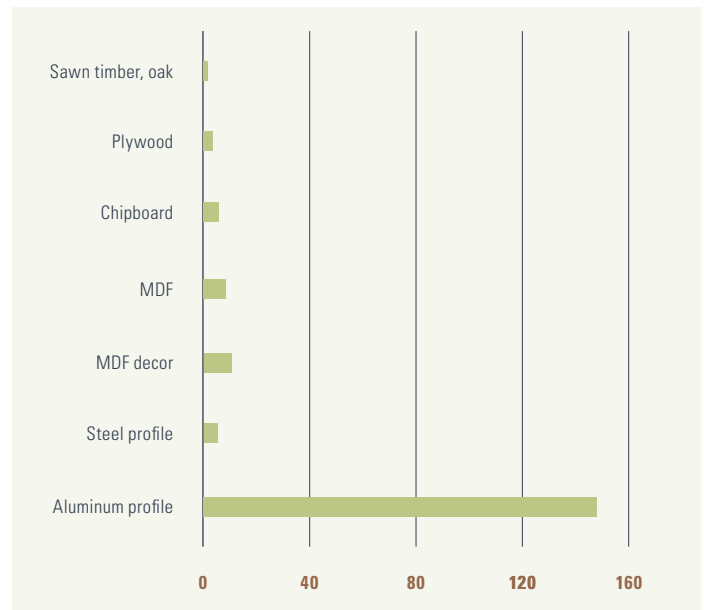
## Life cycle assessment data of wood<sup>12</sup>

The table and the diagrams show various “life cycle assessment data” from “ÖkoBauDat” for different materials. The data refer only to the life cycle phases A1 to A3 (raw material extraction to production). In relation to the environmental data of the primary energy demand (PENRT) and the global warming potential (GWP), the materials are compared with each other. It is noticeable that the wood-based materials have a negative GWP. This is because wood stores CO<sub>2</sub> in the form of carbon. More CO<sub>2</sub> is stored per cubic metre of material than is emitted in phases A1 to A3 – that is why the value is negative. Sawn timber has the largest negative value because its production releases the least amount of climate-damaging CO<sub>2</sub>. MDF also achieves a comparably poor result due to its costly production and the high proportion of adhesives. It becomes even clearer when compared to metals. Metals do not store carbon, so the value is significantly positive.

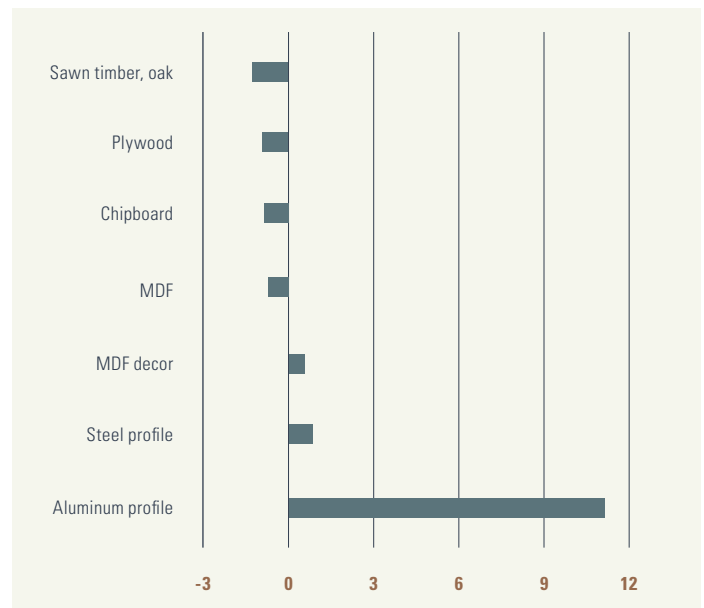
A particularly striking difference between the materials also lies in the different levels of energy consumption (PENRT, primary energy demand from non-renewable energy sources). The energy from fossil energy sources in MDF board production is almost seven times greater than the consumption in the production of sawn timber. The energy consumption in the production (A1-A3) of aluminium is over 50 times higher than the energy consumption in the production of sawn timber. An overview can quickly be gained that shows how the materials are to be evaluated ecologically and what advantages the processing of solid wood brings with it. Not to mention the high quality, durability and, last but not least, the natural recyclability. Another reason for furniture made of solid wood.

Life cycle assessment datasets of ÖkoBauDat, A1-A3;  
 environmental data (input/output) from raw material  
 extraction to manufacturing (BMI, 2019)

**PENRT in MJ/kg**



**GWP in kg CO<sub>2</sub> Eq./kg**



## ENGAGEMENT

The global destruction of our forests continues apace. Countless habitats and sensitive ecosystems are being lost as a result. This endangers not only the existence of many animal and plant species, but also the livelihood of all humans. Our direct dependence on nature shapes our sense of responsibility and long-termism

**As a manufacturer of solid wood furniture, the roots of our values lie in the respectful treatment of our natural environment. In order to protect it and contribute to global reforestation and the maintenance of our forests and the preservation of biodiversity, we support various environmental protection organisations.**





## Partnership with OroVerde<sup>13</sup>

OroVerde should accompany us on this path. For more than 30 years, the nature conservation organisation with headquarters in Bonn has been working to protect tropical forests in Asia, Central and South America. OroVerde is a politically independent, non-profit foundation that combines tropical forest protection with development aid. It was precisely this interaction that was very important to ZEITRAUM, because poverty is one of the biggest drivers of forest destruction and only through far-reaching measures can we achieve sustainable forest protection. On the ground, the organisation focuses on local projects with local partners and deliberately does not employ its own staff; in most tropical forest countries, there are local initiatives that push for the protection of their nature with great commitment. However, they often lack the money for effective work and the necessary infrastructure. The Foundation provides the required initial aid and supports and advises the local organisations until the projects are self-sustaining.

The activities implemented by the OroVerde Tropical Forest Foundation vary greatly depending on the region and country. For example, rainforest conservation areas are established and looked after in the long term, reforestation measures are supported, measures are taken to protect against timber theft and poaching, and alternatives for agriculture are developed together with the population. In doing so, OroVerde promotes the introduction of forest-friendly and sustainable economic practices in order to improve local living conditions so that people can live from and with the forest. Only together with the local people can rainforest protection work sustainably and in the long term. Together with local organisations and the population, solutions are sought that make it possible to escape poverty and at the same time protect the unique rainforest as a habitat. ZEITRAUM has been supporting these measures since 2020 and thus helps to ensure that the precious rainforest is protected.



## German Forest Conservation Fund at NABU<sup>14</sup>

Old natural forests are a place of life. Not only the familiar forest creatures such as deer, squirrels and wild boar dwell here, but many other animals live in the old gnarled tree giants. Bats hide in tree hollows and crevices during the day, the hammering of woodpeckers fills the air, and impressive beetles like the stag beetle defend their territory. It is exciting to take a look at a fallen old tree which, as deadwood, provides valuable habitat for a wide variety of beetles and fungi and at the same time creates space for new saplings to germinate. A natural forest with its lifelike cycle of growth and decay turns every forest walk into a discovery tour, allows the soul to rest and the walker to return home refreshed. However, these living natural forests are only rarely found in Germany. Although one third of Germany is covered by forest, this is almost entirely used as commercial forest. In commercial forests, trees are felled after only one third of their natural life span, before the structures that are vital for many forest species, such as deadwood, caves and coarse bark, have had a chance to develop. To enable

forest areas in Germany to develop again into species-rich natural forests without human intervention, NABU launched the “German Forest Conservation Fund in NABU” in 2013 through its NABU Foundation National Natural Heritage. Through the Forest Conservation Fund, the NABU Foundation buys forest areas so that they can develop undisturbed into the primeval forests of tomorrow. For example, the beech forests typical of Germany can once again become home to more than 4,300 plant and fungus species and over 6,700 animal species in NABU ownership.

This year, 2022, we have financially supported NABU’s “Forest Protection Fund” and would like to continue this commitment in the future and, if possible, expand it further, because the preservation and creation of untouched natural areas is a significant part of the sustainable management of our forests.

## The “Bergwaldprojekt”<sup>15</sup>

For more than 30 years, the „Bergwaldprojekt” (Mountain Forest Project) has been working to preserve and protect our forests. Besides Germany, the project is also represented in Switzerland, Austria, Liechtenstein, Spain and Ukraine.

The purpose of the association is the protection, preservation and care of the forest, especially the mountain forest and the cultural landscapes, as well as the promotion of understanding for the interrelationships in nature, the concerns of the forest and the dependence of humans on these bases of life. To this end, the “Bergwaldprojekt” works with volunteers in forests, moors and open-land biotopes at various locations in Germany. The aim of the work assignments is to preserve the diverse functions of the ecosystems, to make participants aware of the importance of and threats to our natural livelihoods and to encourage a broad public to use natural resources in a way that is environmentally compatible.

To contribute right on our doorstep, we donated a sum of € 1.350 to the “Bergwaldprojekt” e.V. association in 2022 to support the preservation of our local forests.



## CONSUMPTIONS

### Electricity, heat, water

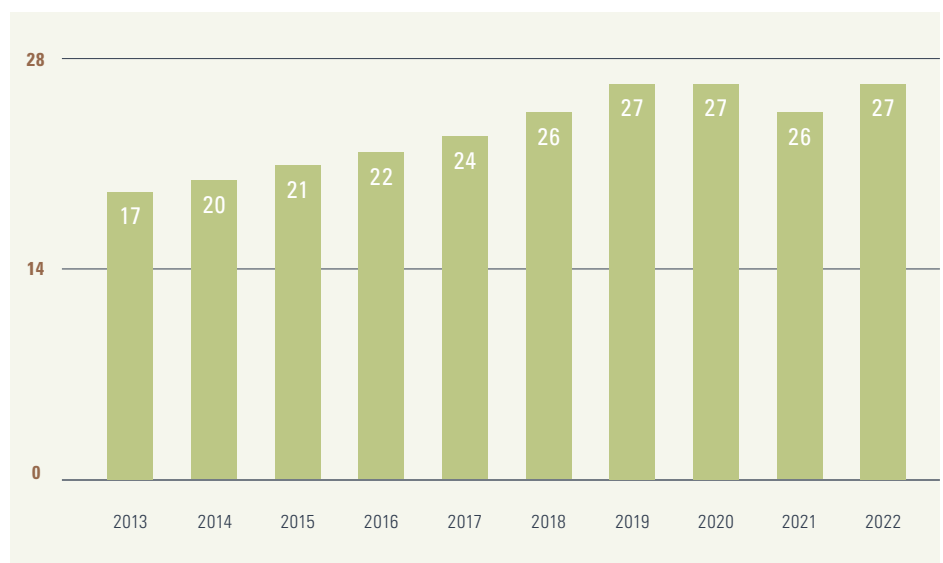
Electricity and heat cause CO<sub>2</sub>. How much depends on the one hand on the quantity and on the other hand on the type of energy source. Since 2012, the company's largest furniture manufacturer has been obtaining almost 50 % of its energy from photovoltaic systems, while another company heats its entire production facility with 100 % self-produced thermal energy from wood residues. As an environmentally conscious company, ZEITRAUM sees it as its duty to reduce emissions as much as possible within the scope of its possibilities and to consciously decide in favour of ecologically sensible alternatives. This applies not only to the purchase of 100 % green electricity, the conscious selection of all materials and suppliers, the use of BluTec vehicles<sup>16</sup> and electric cars or the introduction of employee bicycles, but also to all other decisions of the company that serve a more ecological and socially responsible orientation and are described in more detail in many places in this Communication on Progress.

### Personnel and spatial development

In order to be able to correctly interpret and assess our consumption, we would like to show you how we have developed in recent years, both in terms of personnel and space. The staff, the number of rooms and the turnover have all increased in recent years (since 2017, we have had around 150 square metres of additional space). Consequently, some of our consumption has also increased.

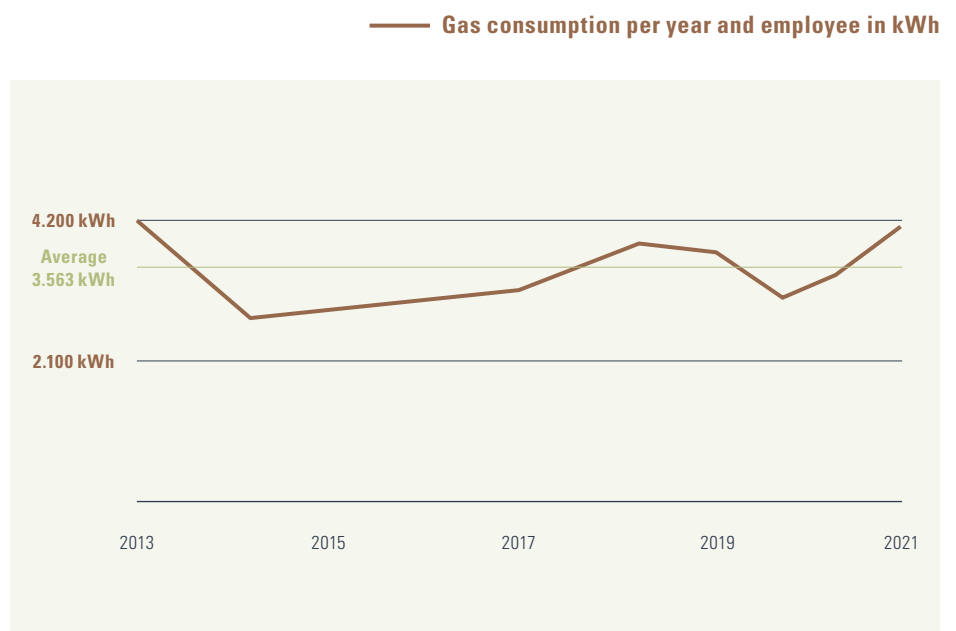
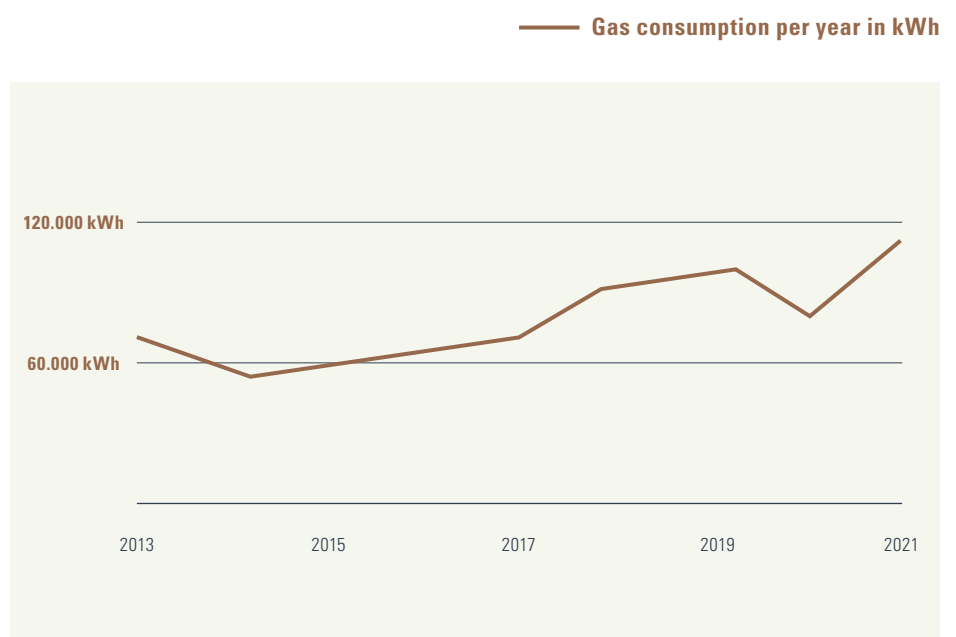
However, despite our increasing number of employees and the spatial expansion, we have been able to reduce our electricity consumption per employee by almost 40 % since 2015. Our gas consumption per employee has remained roughly the same and fluctuates around 3563 KWh per year and employee. Only water consumption per employee has increased – but this is related to the water treatment plant, which has been supplying us with drinking water of wonderful quality since the beginning of 2018. A positive side effect: since then, we can completely dispense with the purchase of glass and plastic bottles.

● Number of employees



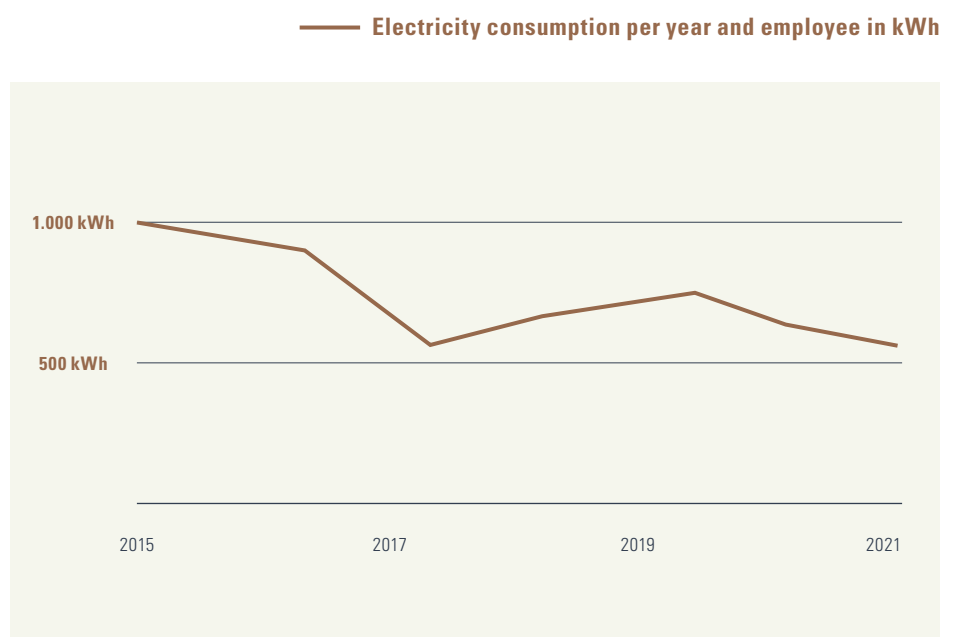
## Natural gas

ZEITRAUM purchases „climate-friendly“ natural gas. What does that mean? Natural gas is the fossil fuel with the lowest CO<sub>2</sub> emissions. The emissions produced cannot be avoided during the processing and use of natural gas, but it is possible to offset them in a climate-friendly way. With an additional option from the provider Energie Südbayern, we can support international climate protection projects for an additional charge and thus save the resulting CO<sub>2</sub> emissions elsewhere. Since 2017, we have been able to greatly reduce our gas consumption, despite the growing number of employees.

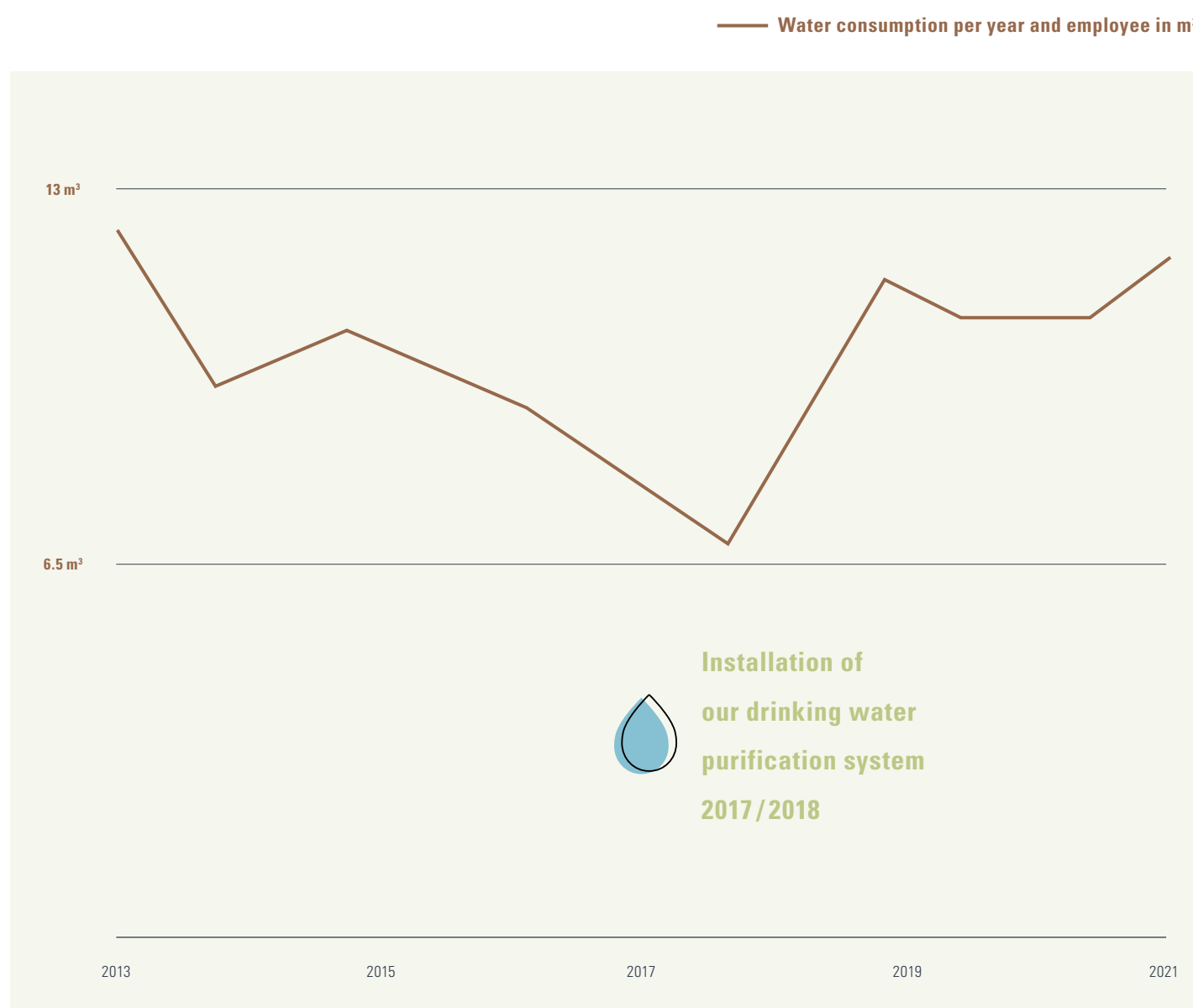


## Green electricity consumption

ZEITRAUM has been using 100 % green electricity since 2009. The data shows the electricity consumption per capita since 2015.



## Water consumption



## Waste, supplies and consumables

Our office in Wolfratshausen may be small, but of course waste and consumption also occur here. In addition to water, electricity and heat, we also use paper, cardboard and hygiene products. We can hardly do without one or the other – but we can certainly influence the type of paper, cardboard

and hygiene products we use. That is why we have been using only recycled products since 2015 and would like to try to gradually reduce our consumption of printer paper and cardboard in the future. The following tables and diagrams show how much we have consumed in recent years.

### Consumptions in our office and our small workshop in Wolfratshausen:

	Disposal method *	2015	2016	2017	2018	2019	2020	2021
Mixed paper In t, AVV 20 01 01	<b>R</b>	3.545	3	3.455	2.42	2.55	2.755	4.39
Mixed wood, coated, AVV 17 02 01	<b>T</b>	0	0	0	0.075	0	0.39	0.3
Sanitary paper in t		0.45	0.47	0.45	0.46	0.43	0.27	0.089
<b>Total waste in t</b>		<b>3.995</b>	<b>3.47</b>	<b>3.905</b>	<b>2.955</b>	<b>2.98</b>	<b>3.415</b>	<b>4.779</b>
Residual waste container 240 l	is collected every two weeks							
Organic waste 80 l	is collected every two weeks							
Paper container 1.100 l	is collected every two weeks							

\***R** = (Material) recycling

**T** = Thermal utilization





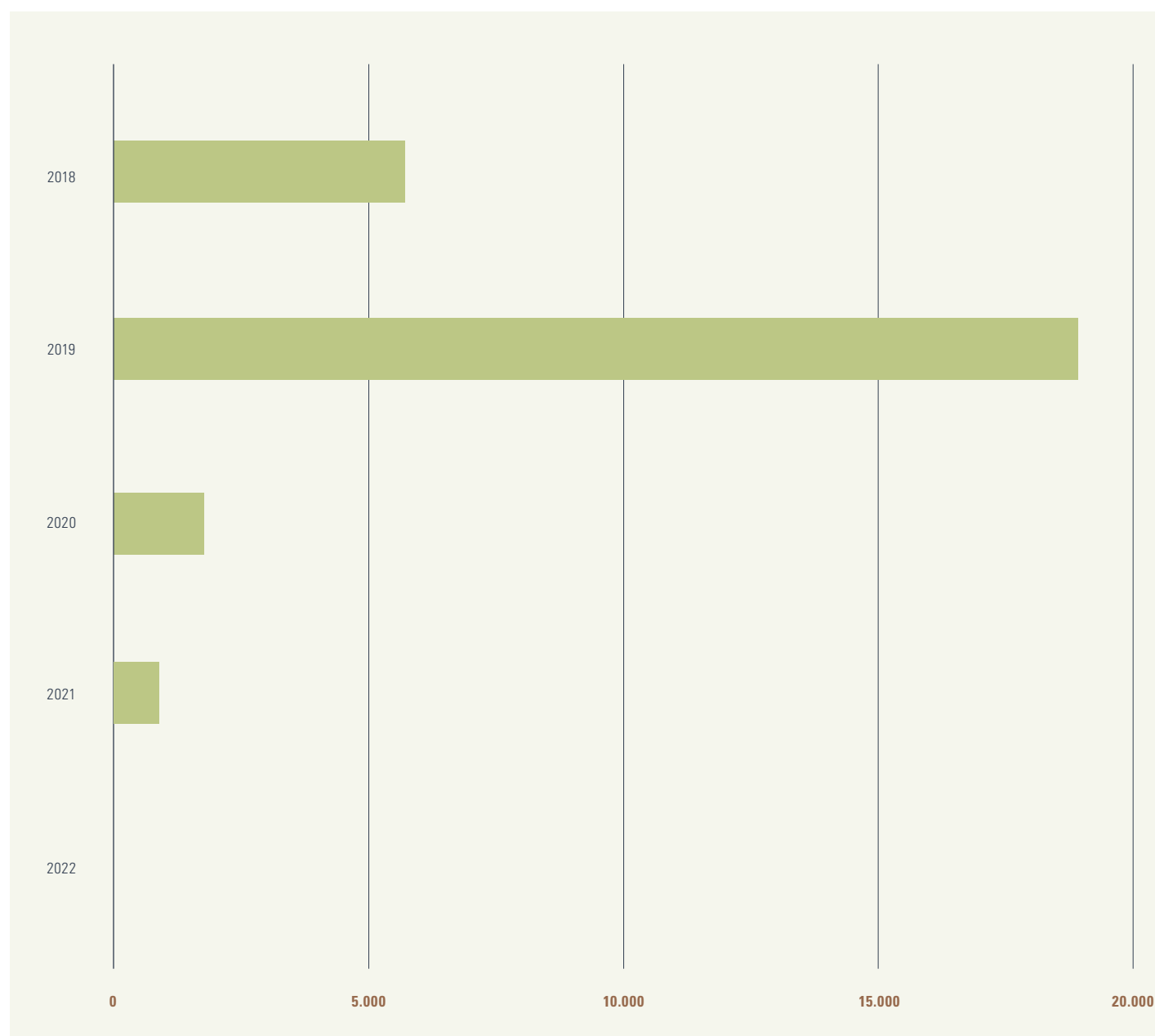
## Paper use

For us, it is always a very conscious decision which things we print and which we do not. We want our catalogues to do justice to the products as well as the valuable raw materials we use. In doing so, the quality of the furniture is reflected in the haptics and images of our catalogues.

The last general catalogue printed in 2019 is valid for at least three years and is used by architects, dealers and partners far beyond. This makes this medium a crucial core element of our communication. It tells the story of ZEITRAUM – in pictures and words.

Printed catalogues and print media from 2018 to 2022:

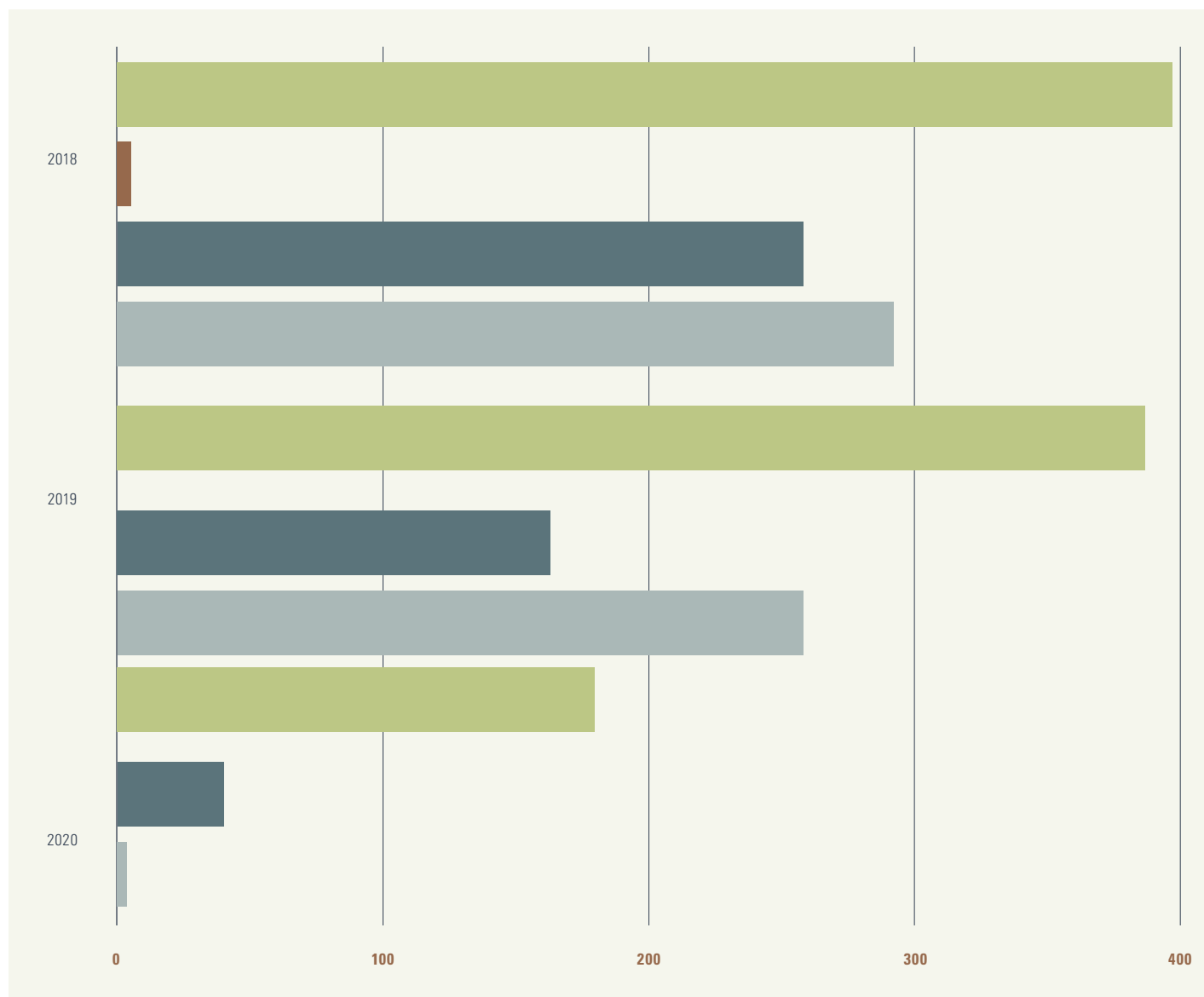
● Paper for catalogs and other print media in kg









## Business trips

Our international partners are crucial to the success of ZEITRAUM. We are globally networked and the personal relationships with our dealers are very important to us. For this reason, we have taken on many, sometimes long, journeys in recent years. Unfortunately, for very different reasons, there were also 4 domestic flights, which we would like to avoid in the future, that's for sure.

The following diagram shows how many hours we travelled for business trips, and by which transport services:



## Activities and goals related to the UNGC principles and the Sustainable Development Goals (SDGs)

UNGC Principles	SDGs Goals	Action	Goal	Period	Status Target achievement	Current value in %	Prior year value in %	Change in %
1, 5, 7, 8, 10	1, 4, 8, 10, 11, 13, 15, 16, 17	Increase fundraising to environmental organisations	Donation value for re-forestation projects or similar of € 15.000	2020-2030	 27 %	27 %	27 %	0 %
7, 8, 9	7, 9, 11, 12, 13	Motion detector, light	Reduce electricity consumption per employee by 30 %	2018-2030	 33 %	10 %	7.5 %	2.5 %
7, 8, 9	4, 6, 9, 11, 12, 13	Awareness raising and building optimisation	Reduction of gas consumption by 20 %	2018-2030	 -65 %	-13.1 %	3.9 %	-17 %
7, 8, 9	4, 11, 12, 13	Digitalisation and awarenessraising measures	Reduction of paper consumption by 30 %	2019-2023	 -72 %	-72 %	-8 %	-64 %
7, 8, 9	13	Internal determination	Domestic flights only by arrangement and in absolute exceptional cases	since foundation	 100 %	100 %	100 %	0 %
7, 8, 9	13	Digitalisation of meetings and presentations	Reduction in kilometres flown, by 50 %, compared to 2019 according to COVID	until 2030	n. a.			
7, 8, 9	13	New purchase of electric vehicles	Replace 80 % of company vehicles with electric vehicles or ecologically equivalent vehicles	2021-2030	 25 %	20 %	20 %	0 %
7, 8, 10	9, 11, 12, 14	Parcel and postal changeover	CO <sub>2</sub> neutral shipping of parcels from WOR	until the end of 2023	n. a.			





People



## FAIR SUPPLY CHAINS

### Acting sustainably together

We know our partners. Through close trade relations and regular personal exchanges, we have grown together over the years, in some cases even decades. We pursue the same goals and want to act responsibly together. To this end, we are constantly setting new standards and reviewing our supply chains according to strict requirements that we have laid down in our Code of Conduct.

### Code of Conduct

We aim to contribute to the sustainable development of the economy and our world. To do this together with our partners requires defined behaviours and values that create the basis for a positive working environment and a responsible supply and value chain. Our Code of Conduct helps us make the right decisions and do good together. The content of the Code of Conduct is based on the United Nations' „17 Sustainable Development Goals“, the ten principles of the UN Global Compact, the principles of the Universal Declaration of Human Rights, anti-corruption content, ILO (International Labour Organisation) principles and our internal mission statement. In 2020, we launched the Code of Conduct and expect our business partners to comply with and respect the principles set out in it as well as national laws. Initially, we shared the Code with our key production partners and main suppliers and aim to include more producers in our supply chain in the future. We will continue our work in these areas and report annually on our progress.





## Corporate Social Responsibility – Check

In 2023, we will introduce a „Corporate Social Responsibility“ (CSR) check in the form of questionnaires. With the help of these questionnaires, we want to collect sustainability-relevant data from our suppliers and manufacturers at regular intervals of 2 years. The aim is to identify the need for optimisation along our supply chain at an early stage and to increase the innovative strength of our processes.

## Furniture Footprint

The Furniture Footprint is a new form of communication between us and our customers. It is an interactive sustainability rating system of products that enables any person to immediately and clearly grasp the sustainability and supply chains of the products. In addition, it provides the opportunity to learn everything about the materials used in the respective product. Through absolute transparency, we enable our customers to act responsibly and consciously.

### Length of partnerships (based on our main suppliers and production sites; total number: 21):

- 71.4 % > 10 years
- 19 % 1 to 5 years
- 9.5 % 5 to 10 years





**DANIEL GRAF**  
Managing Director  
Reinke International GmbH & Co.KG

**“Over many years, ZEITRAUM has been a customer for us that is fun to work with. We very much appreciate the partnership that has developed over the long period. In our daily cooperation, issues are dealt with in an uncomplicated and solution-oriented manner. Ecological sustainability is always in the foreground in product development and in the planning of the entire supply chain.”**

## FAIR AND HEALTHY WORKING ENVIRONMENT

The region in the foothills of the Alps with its traditional wood craftsmanship shapes life and work south of Munich. There, in a watermill next to the river Loisach, lies the ideas, design and, to some extent, furniture forge.

The proximity to nature invites you to swim in the cool river in summer and to take a walk during your lunch break all year round. Away from the hectic life of the big city, furniture made of solid wood with a timeless design is created here. Flat hierarchies characterise the structure of the company.

The close cooperation enables an open exchange of ideas. All employees get involved in projects, work independently and with loyal responsibility for the big picture.

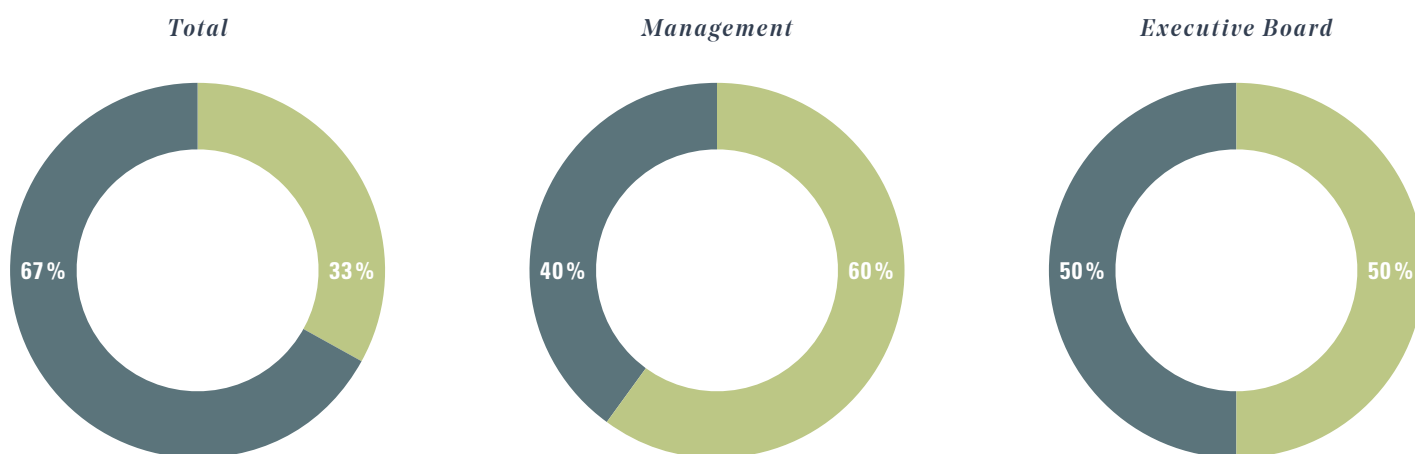


## Employee profile

ZEITRAUM currently employs 27 employees with a wide range of cultural backgrounds, from different age groups, mostly from the surrounding region. The open-minded team paves the way for equality and promotes an intercultural, stimulating exchange. True to the motto, diversity is quality of life.

Equality is not just a word but is lived here. Overall, more women than men work in the staff — ZEITRAUM has been run by Birgit Gämmerler and Peter Gaebelein for more than 30 years now.

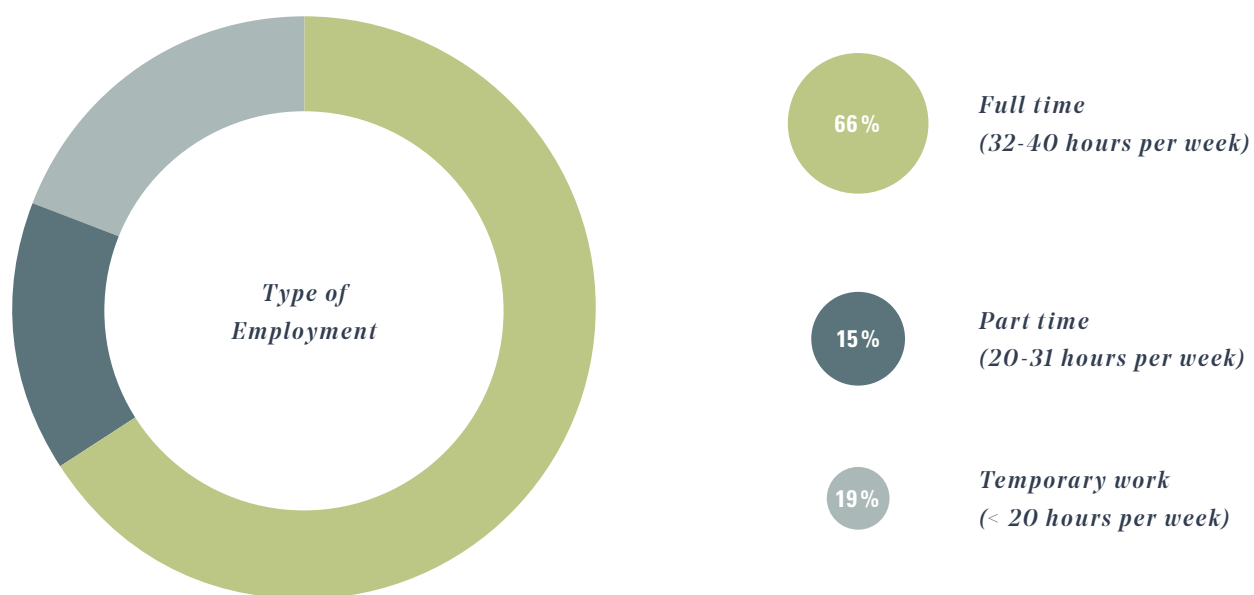
● *Male*      ● *Female*



Number of employees	27
Average age	46 Jahre
Average length of employment	11 Jahre
Gender distribution	67 % Frauen   33 % Männer   0 % Divers (27 Personen)
Gender distribution Management Board	40 % Frauen   60 % Männer (5 Personen)
Gender distribution Executive Board	50 % Frauen   50 % Männer (2 Personen)
International employees	14.81 %
Ø-sick days, 2021 at ZEITRAUM	2,58 %
Ø-sick days, 2021 in Germany	5,95 %



## Length of service and type of employment relationship

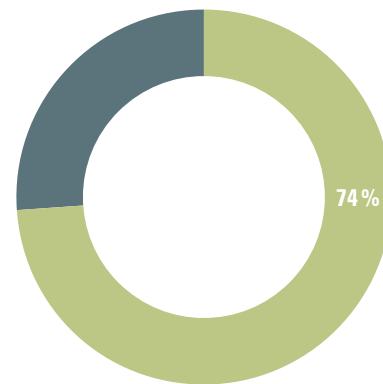


Length of employment in years	% of total
< 1 year	3.7 %
1 to 5 years	18.5 %
5 to 10 years	40.7 %
> 10 years	37 %



## Fair payment<sup>17</sup>

ZEITRAUM is committed to equality. In addition to the fact that everyone in the same position receives the same salary, the existing salary is renegotiated every year at a fixed date and adjusted if necessary. Christmas and holiday bonuses are spread over the entire year. The salary structure is fair and moderate, without disproportionate outliers. Once a year, there is a voluntary profit-sharing scheme for all employees. If possible, 10 % of the profit surplus is distributed equally, two thirds are reinvested in new projects. In this way, the steady growth of the company can be ensured.



*Percentage of employees who feel they are compensated according to performance\**

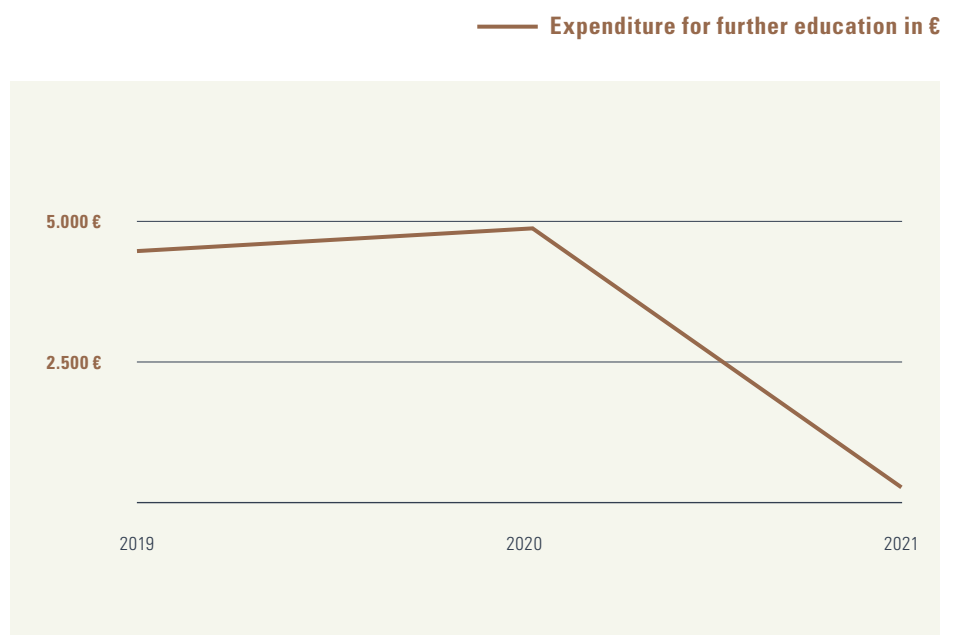
## Education and training

In order to be able to optimally develop the skills of the employees and to advance the development of competences at ZEITRAUM, it is important to the company to promote a continuous learning process. In the annual employee appraisal, realistic goals are set and personal potential is identified together. Cross-divisional cooperation and plant tours create interactive action and understanding for the various activities in the company and beyond. Through dialogue and experience, the complex processes become tangible and new solutions and ideas emerge. Travel and visits to worldwide trade fairs also broaden horizons and sharpen the eye for new things. In order to

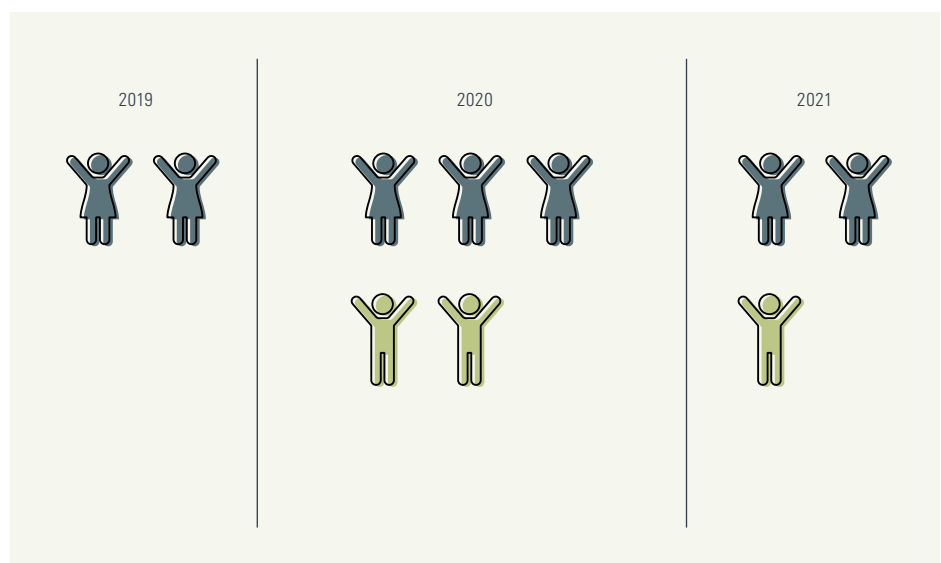
increase skills and comprehensive know-how and to awaken employees' interest in other things, access to specialised literature is a matter of course. Due to the rapid digital developments in technology and management systems, ZEITRAUM offers its employees the opportunity to participate in software seminars or to continuously improve their skills in other courses. The continuing education of employees not only creates motivation, but is also the basis for the expertise of the entire company. It is important to grow together in order to be prepared for new challenges.



The following diagrams first show the training expenditure from 2019 to 2021. The following diagram shows how many employees participated in the training courses. Unfortunately, there were no further training measures last year, especially due to the consequences of COVID 19. Nevertheless, our goal is to be able to increase the expenditure for further training measures by 20 % from 2019 to 2025.



#### Participants in further training measures: Number and gender

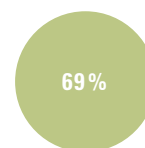


## Mobility

Wolfratshausen is located about 50 km south of Munich. The majority of our staff come from this area. Those who live in the foothills of the Alps also know the many mountains and hills that give this beautiful landscape its face. But it is very tedious to master all these terrain obstacles by bicycle. Especially in the countryside, the car is usually the transport method of choice — presumably also in view of the poorly developed public transport services.

ZEITRAUM's fleet consists of 5 cars and numerous bicycles. All vehicles are equipped with an economical BlueTEC engine. In 2020, one of the cars was replaced with an electric vehicle. In addition, since 2020 we have been offering our employees a bicycle leasing service and hope that this will enable our employees to experience great moments on their new bicycles and perhaps even cross the odd hill by bike in the future. This would not only be good for the environment, but also for our health.

For many journeys that are not in the direction of Wolfratshausen, we take the train. This is usually a relaxed way to get from A to B within Germany or, outside Germany, to large furniture fairs such as Milan. In the future, we would like to expand this type of travel even further. In addition to issuing discount cards for German railways, this will of course also include more electric vehicles. Our meetings will be planned and conducted digitally from the outset — that this works has been clearly proven since 2019.



69%

*by car*



26%

*by bicycle*



5%

*by foot*

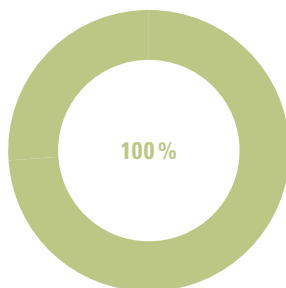


## Work-life balance

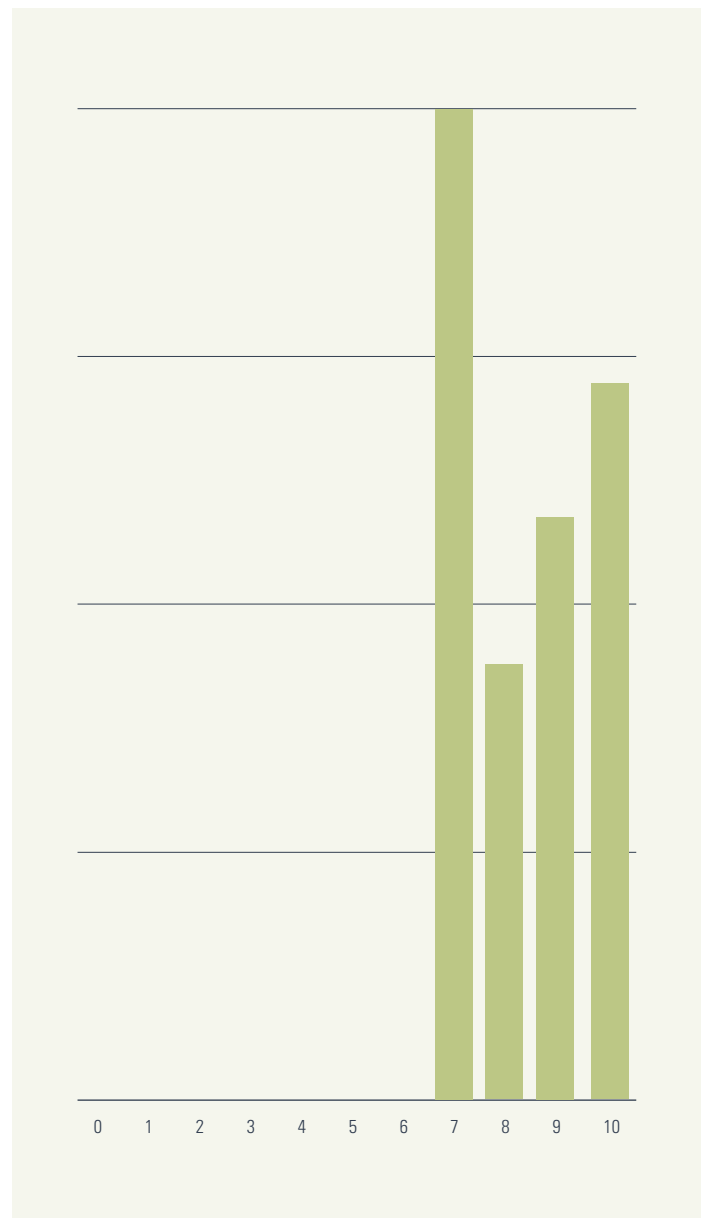
Work-life balance is an important part of the modern working world. Flexi-time allows our staff to organise their day individually and find time for family and friends. In addition, working remotely from home is always possible by arrangement. This gives us energy for new tasks and keeps us grounded in the face of a pulsating world.

At ZEITRAUM, all full-time employees have the right to 30 days of holiday per year. According to the law, there is a minimum entitlement of 20 days for a 5-day week (§ 3 BUrlG).

ZEITRAUM employees have a working time account that they can manage themselves according to their individual needs. This is intended to encourage self-responsible, entrepreneurial action. The autonomy of the workforce is also promoted by a special structure of the company pension scheme: When investing money from the gross salary, the company subsidises each sum with 20 %.



*Percentage of employees  
who find they have  
a good work-life balance\**



## SOCIAL COMMITMENT

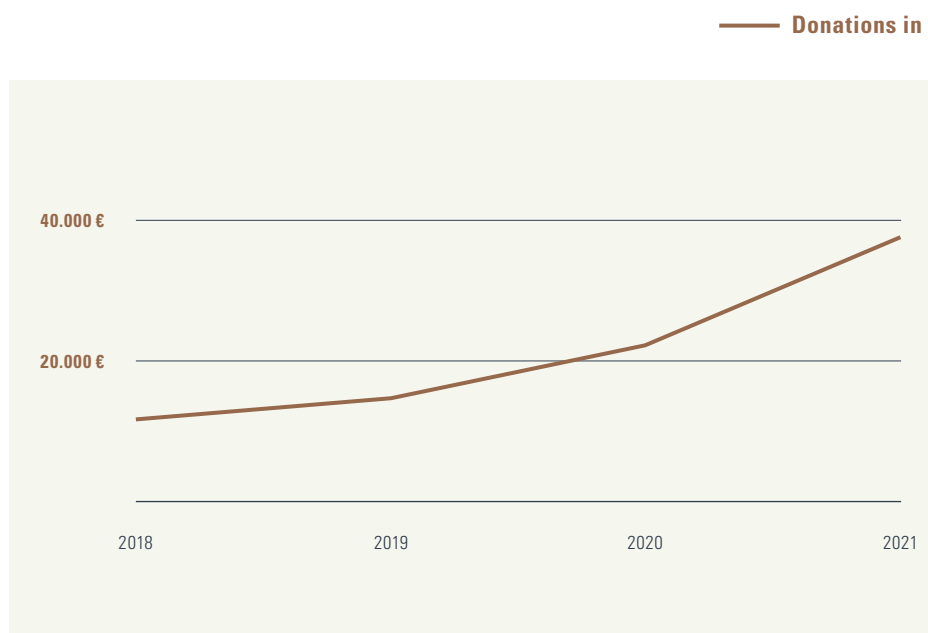
### Donations

As a sustainable company, ZEITRAUM is committed not only to ecological but also to social issues. We want to have a positive influence on society within the scope of our possibilities.







Social responsibility is also important regionally and begins for us with our own employees. We create the appropriate framework conditions for this. Students and pupils are regularly given the opportunity to gain insight into the daily processes at ZEITRAUM through internships. In addition to our internal efforts, we also support charitable projects in the surrounding area and abroad. In recent years, we have supported social and/or environmental projects/organisations such as OroVerde, the “Nähwerkstatt Netzwerk e.V.”,

“Diakonie Jugendhilfe Haidhausen”, “Bürger für Bürger Nachbarschaftshilfe e.V.”, “Kulturraum München e.V.”, “Therapiezentrum Osterhof e.V.”, the “Klecks Schule der Phantasie e.V.” in Wolfratshausen, “BISS – Bürger in sozialen Schwierigkeiten e.V.” or the “Verein für intensivpflegebedürftige, beatmete Kinder Luftikus e.V.” with monetary or in-kind donations. We were already able to significantly exceed our goal of donating € 30.000 per year by 2022. We donated money and furniture worth over € 36.300.

It is important to ZEITRAUM to always act in the spirit of the community and the environment — and thus to give back a piece of what the company is all about.



## Activities and goals related to the UNGC principles and the Sustainable Development Goals (SDGs)

UNGC Prinzipien	SDGs Ziele	Maßnahme	Ziel	Zeitraum	Status Zielerreichung	Aktueller Wert in %	Vorjahreswert in %	Änderung in %
1-10	1-17	Donations	Donation amount to € 30.000 (depending on the turnover of the company)	2018-2022	 119 %	119 %	71 %	48 %
1, 6, 7, 8, 9	4, 5, 8, 10	Further training measures	20 % more expenditure on training measures (from 2019)	2019-2025	 -93 %	-93 %	11.4 %	-81.6 %
1, 6, 7, 8, 9	4, 5, 8, 10	Open communication and corporate culture	50 % of the employees take part in further training measures	2019-2022	 22 %	11 %	36 %	-25 %
7, 8, 9	3, 5, 9, 11, 13, 14, 15, 17	Introduce employee bicycles	Proportion of employees who come to work by bicycle at 35 %	until 2022	 74 %	26 %	26 %	0 %
1-10	1-17	CSR check	All production plants	until 2025	 0 %	0 %	0 %	0 %
1-10	1-17	Code of Conduct; extension to the most important supplier companies	Expansion to the 10 supplier companies with the highest turnover	until 2025	 0 %	0 %	n. a.	n. a.



# SDG / UNGC Directory



As described at the beginning of this report, we aim to play our part in achieving the United Nations' "17 Sustainable Development Goals". For this reason, we joined the UN Global Compact in 2020 and have firmly embedded both its 10 principles and the 17 goals in our processes as well as in our corporate philosophy. It is quite natural that not all these goals and principles affect our processes in the same way. However, the following overview shows which of these aspects do concern us and in which areas we are already contributing.



Chapter	Page	SDG Goals	UNGC Principles
Circular Business	17	8, 9, 12, 13, 15	7, 8, 9
Production	18	8, 9, 12, 13, 15	7, 8, 9
Sustainable product design	19	3, 12, 13, 14, 15	7, 8, 9
Circulation capability	20	12, 13, 14, 15	7, 8, 9
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## Glossary

Term	Explanation
AZO dyes	The substances known as “AZO dyes” are synthetic dyes. They are suspected of containing releasable arylamine components that have a carcinogenic potential.
Biodegradable	Materials that, due to their natural composition, can be returned to nature over the years without leaving any residue, and are not harmful to it in the process, are rated as biodegradable. In the biological cycle, these materials are decomposed by microorganisms at the end of their life cycle. The resulting excretions in turn form the breeding ground for new living organisms, creating an endless cycle. It is crucial that the decomposition process does not leave behind or produce any toxic substances.
Circular Economy	“Circular Economy” describes a concept in which no waste is produced. All waste is seen as new raw materials. It is the opposite of our linear economic system.
CO <sub>2</sub> equivalent	The CO <sub>2</sub> equivalent describes the relative contribution of a chemical compound to the greenhouse effect. It indicates how much a defined mass of a defined greenhouse gas contributes to global warming compared to the corresponding CO <sub>2</sub> quantity.
Cradle to Cradle	It describes a material cycle in which manufactured products can be recycled back into new raw materials at the end of their life without producing waste. It is a significant part of the circular economy.
Diversity	Diversity in this context refers to the desired variety of individuals. Diversity refers to the following areas: Age, disability, ethnicity, marital status, gender, gender expression, gender identity, genetic information, national origin, physical characteristics, political affiliation, pregnancy, religion, social origin, sexual orientation, union membership, and other lawful criteria, or the like.
Downcycling	Downcycling refers to a form of reusing materials. It is part of the circular economy, but in the course of this process the quality of the "recycled" material decreases (e.g. progressive destruction of the molecular structure of plastics, shredding of fibers, etc.).
Emissions	Refers to the emission of pollutants into the atmosphere. In this context, they are greenhouse gases. These primarily include water vapor (H <sub>2</sub> O), carbon dioxide (CO <sub>2</sub> ) and methane.
End-Of-Life Products	This term describes products that have reached the end of their useful life.

Term	Explanation
Energy efficiency	Energy efficiency describes the ratio of energy input to the desired benefit. Maximum energy efficiency is understood to mean that the desired benefit is achieved in the production and processing of the material with the least possible use of energy and water.
Chlorofluorocarbons; CFC	Is the abbreviation for chlorofluorocarbons. CFCs are an extensive chemical group of low-molecular organic compounds and were used, for example, as refrigerants in refrigerators or as solvents. It is now known that they are largely responsible for the depletion of the ozone layer. They are therefore banned in many areas.
Global Warming Potential (GWP)	The global warming potential (in CO <sub>2</sub> equivalent) describes the relative contribution of a chemical compound to the greenhouse effect. It indicates how much a defined mass of a defined greenhouse gas contributes to global warming compared to the corresponding CO <sub>2</sub> quantity.
IAO	International Labour Organization
Conflict Resources	Bonn International Center for Conversion: "Conflict resources are natural resources whose systematic exploitation and trade in the context of conflict may lead to serious human rights violations, violations of international humanitarian law, or realization of international criminal law."
Consumerism	Consumerism describes a lifestyle in which the need for new things must be satisfied. An increase of consumerism is the "buying addiction".
Recycling economy	The recycling economy is the counterpart of the linear economic model. In this model, raw materials are recycled, refurbished, repaired, etc. for as long as possible. The goal is to reduce residual materials, resource consumption and waste. In the circular economy, all materials are repeatedly fed into new processes.
Longevity	Durable products are passed down through generations because of their unique, timeless aesthetics. In today's society, where the factor of time plays an important role, we pay more attention to using materials that have a long life and are of high quality. Such materials can withstand daily use, force and environmental impact. Durable materials also make an important contribution to reducing the ever-increasing amounts of waste.

Term	Explanation
LCA data	Life Cycle Assessment data, or LCA data for short, is information collected in the course of a product life. They describe the object under investigation with all its environmental impacts. LCA data can describe the object from the extraction of raw materials to an end-of-life scenario.
Supply chain	The supply chain is the totality of process stations through which a product or raw material passes until it reaches the last process station or the customer.
Life Cycle Assessment	Here, all process steps and materials of the manufacturing process are included and then analyzed with regard to various ecological aspects. Ultimately, this method provides a comprehensive picture of the environmental impact of the product under investigation and thus forms the basis of a realistic, holistic assessment.
Lignin	Lignins are solid biopolymers that are incorporated into the plant cell wall and cause the “lignification” of the cell. It is the “glue” that holds the cellulose fibers together and is responsible for the compressive strength of the trees.
Modularity	Modular products are designed to be separable. In this way, they can be disassembled at a later date without great effort and packed in compact cardboard formats for transport. In addition, the modularity of a product increases its reparability, since individual parts can be replaced or repaired as required. The recycling potential is also decisively influenced by a high degree of modularity: products manufactured according to this principle can be separated by type and thus fed into different biological or technological processes.
Sustainability	Sustainability means dealing responsibly with the resources given to us and making good use of them. Sustainability affects all areas of our lives and covers social, ecological and economic aspects in equal measure. Sustainable action is characterized by the fact that future generations are not restricted by it and the livable conditions of this earth are protected and preserved in the long term.
Renewable raw materials	These are plant and animal raw materials that originate from agriculture and forestry, are biodegradable and are processed into high-quality materials. They are produced by natural processes and, unlike fossil raw materials, regenerate themselves within a traceable time window. Renewable raw materials also help to conserve fossil resources and thus reduce emissions that are harmful to the climate.

Term	Explanation
Natural materials	Natural materials are substances that are available as (production) materials with very little manipulation and can be found in their pure form in nature.
Life cycle assessment	Also referred to as life cycle assessment. Here, all process steps and materials of the manufacturing process flow into it and are then analysed with regard to various ecological aspects. Ultimately, this method provides a comprehensive picture of the environmental impact of the product under investigation and thus forms the basis of a realistic, holistic assessment.
Green electricity	Refers to electricity that is derived from environmentally friendly renewable energy sources. Examples of environmentally friendly renewable energy sources are: Wind turbines, hydroelectric power plant, biogas storage or photovoltaic systems.
Primary energy	Primary energy is the energy that is available as a result of the primary production of energy. It is then converted into secondary energy through conversion processes. With further losses, it finally arrives at the consumer as final energy.
Primary raw materials	Are raw materials that are newly mined for a process and do not originate from a recycling process, or similar.
Recycling	Recycling refers to a form of reuse of materials. It is part of the circular economy. Even as the number of life cycles progresses, the quality of the recycled material remains the same.
Sustainable Development Goals	The 17 Sustainable Development Goals (SDGs) of the 2030 Agenda were developed by UN member states and are intended to contribute to economically, socially and ecologically sustainable development. In 2015, the global community adopted the 2030 Agenda. They are aimed at governments, civil society, the private sector and academia.
Secondary raw materials	Are raw materials that come from a recycling process.

Term	Explanation
Stakeholder	<p>Stakeholders are interest groups of a company. A distinction is made between internal and external stakeholders, whereby there is a mutual (direct or indirect) dependency between stakeholders and the company.</p> <div> <div> <i>Internal stakeholders are, for example:</i> <ul style="list-style-type: none"> <li>• Employees</li> <li>• Production partners</li> <li>• Shareholders</li> <li>• Retailer</li> </ul> </div> <div> <i>External stakeholders are e.g.:</i> <ul style="list-style-type: none"> <li>• Banks</li> <li>• Insurances</li> <li>• Associations</li> <li>• Society</li> </ul> </div> </div>
Environmental footprint	<p>The Life Cycle Assessment is a systematic examination of the environmental impacts of a product. It relates to the entire life cycle and is therefore also often referred to as life cycle analysis (see also: Life Cycle Assessment).</p>
Environmental impact	<p>Environmental impacts are all effects on nature caused by a production (such as emissions, unwanted co-products).</p>
UN Global Compact	<p>The United Nations Global Compact (UN Global Compact) is a pact concluded between companies and the UN to contribute to the social and ecological shaping of the globalized world. Participants follow ten principles for a better world and declare their commitment to compliance with minimum social and ecological standards with regard to corruption, environmental hazards, human rights violations, etc.. On July 26, 2000, the Pact entered the operational phase for the first time.</p>
Composite materials	<p>Composites are materials that consist of at least two different materials. These materials are bonded together over their entire surface and cannot be separated again, or only with great difficulty.</p>
Value creation	<p>Sequence of value-adding processes that are necessary within the framework of a product manufacture. Mostly this term is understood in the sense of monetary value enhancement — ZEITRAUM understands this term as ecological, social and economic value enhancement in the course of all necessary processes.</p>
Value chain (in general)	<p>Chain or series of successive processes necessary for the manufacture of a product. The product gains value in the course of the activities.</p>

Term	Explanation
Cellulose	Cellulose is the scaffolding substance of plant cells. Its basic building block is the glucose molecule. As fibers, it has a static function in the plant and serves primarily to provide tensile strength. It is not only the most abundant biomolecule, but also the most abundant polysaccharide (polysaccharide). Cellulose is of great technical importance as a raw material for paper production.

## List of abbreviations

<b>AgBB</b>	Committee for the Health Evaluation of Building Products	<b>FIA</b>	Forest Service Inventory Analysis	<b>PCP</b>	Pentachlorophenol
<b>AHEC</b>	American Hardwood Export Council	<b>FSC</b>	Forest Stewardship Council	<b>PE</b>	Polyethylene
<b>Eq.</b>	Equivalent	<b>HCFC</b>	Partially halogenated fluorine-chlorine hydrocarbons	<b>PEFC</b>	Programme for the Endorsement of Forest Certification Schemes
<b>BMEL</b>	Federal Ministry of Food and Agriculture	<b>HPL</b>	High Pressure Laminate	<b>PP</b>	Polypropylene
<b>BMI</b>	Federal Ministry of the Interior, for Building and Home Affairs	<b>ISO</b>	International Organization for Standardization	<b>PUR</b>	Polyurethane
<b>BMUB</b>	Federal Ministry for the Environment, Nature Conservation and Nuclear Safety	<b>kg</b>	Kilogram	<b>PVAc</b>	Polyvinyl acetate
<b>C2C</b>	Cradle to Cradle	<b>km</b>	Kilometer	<b>PVC</b>	Polyvinyl chloride
<b>CO<sub>2</sub></b>	Carbon dioxide	<b>COM</b>	EU Commission	<b>REACH</b>	Registration, Evaluation, Authorisation and Restriction of Chemicals
<b>DDT</b>	Dichlorodiphenyltrichloroethane	<b>kWh</b>	Kilowatt hour	<b>SCS</b>	Scientific Certification Systems
<b>DGNB</b>	German Sustainable Building Council	<b>LCA</b>	Life Cycle Assessment	<b>SDG</b>	Sustainable Development Goals
<b>DIN</b>	German Institute for Standardisation	<b>LEED</b>	Leadership in Energy and Environmental Design	<b>TDI</b>	Tolylene diisocyanate
<b>EN</b>	European Standard	<b>LKW</b>	Truck	<b>UBA</b>	Federal Environment Agency
<b>EPD</b>	Environmental Product Declaration	<b>sqm</b>	Square meter	<b>UN</b>	United Nations
<b>EUTR</b>	European Timber Regulation	<b>m<sup>3</sup></b>	Cubic meter	<b>UNGC</b>	United Nations Global Compact
<b>CFC</b>	Chlorofluorocarbons	<b>Mio.</b>	Million	<b>USDA</b>	United States Department of Agriculture
		<b>MJ</b>	Megajoules	<b>VOC</b>	Volatile organic compounds
		<b>PA</b>	Polyamide		
		<b>PAH</b>	Polycyclic aromatic hydrocarbons		

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COMMUNICATION  
ON PROGRESS



This is our **Communication on Progress**  
in implementing the Ten Principles of the  
**United Nations Global Compact** and  
supporting broader UN goals.

We welcome feedback on its contents.





