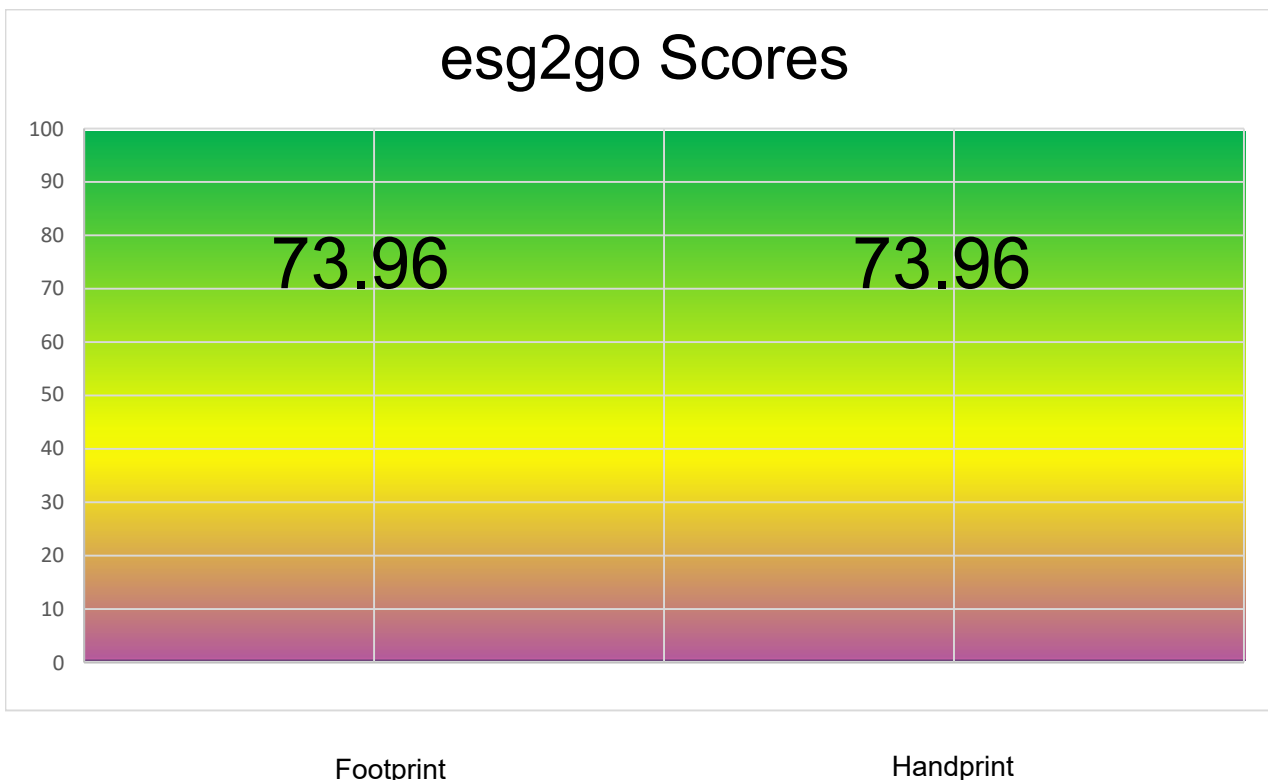


The esg2go Rating & Reporting Standard was developed by CCRS, Center for Corporate Responsibility and Sustainability (<https://ccrs.ch>). The calculations are constantly being developed, the reached scores can therefore also change over time. Further information can be found at <https://esg2go.org>.

**Overall result as of: 31.12.2023**

Here you can see how your company performed compared to other companies in your economic sector. If your score is above the benchmark, your performance is above average. The benchmark and target are 60 and 100, respectively. These values are adjusted to industry and company size.

Score incl. Handprint	73.96
Score Footprint	73.96
Environment (E)	77.65
Social (S)	66.48
Governance (G)	81.56



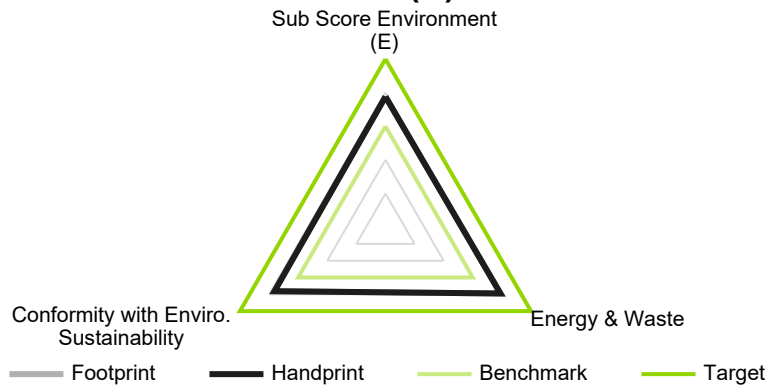
## Company Information

Company Name	<b>Dolder Hotel AG</b>
Company ID	CHE-105.834.438
Economic Sector	Tertiary (services)
NOGA-Code	[55] Beherbergung
Reference Date	31.12.2023
Date of Entry	13.03.2024
Address	Kurhausstrasse 65
Zip Code	8032
City	Zürich
Canton / Province	ZH
Country	Switzerland
Phone	+41 44 456 60 00
Website	<a href="http://www.dolderhotelag.com">www.dolderhotelag.com</a>

## Contact

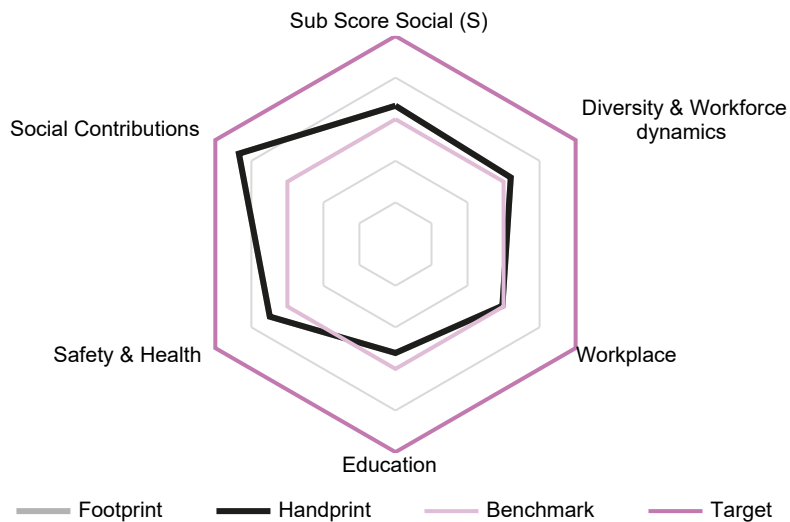
First Name	Stefan
Last Name	Aerni
Phone	+41 44 456 66 11
Email	<a href="mailto:sustainability@dolderhotelag.com">sustainability@dolderhotelag.com</a>

## Environment (E) Umwelt



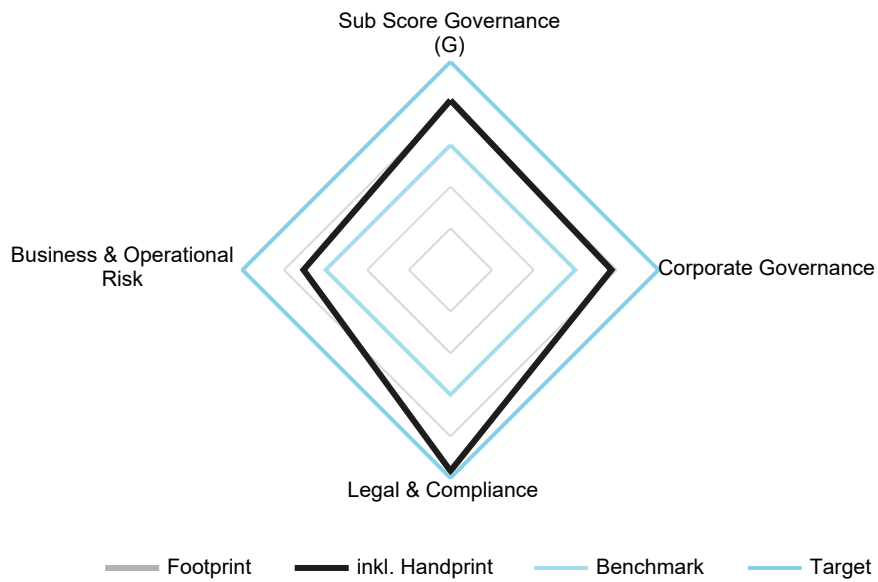
	Footprint	Handprint	Benchmark	Target
<b>Sub Score Environment (E)</b>	<b>77.65</b>	<b>77.65</b>	<b>60</b>	<b>100</b>
Energy & Waste	79.00	79.00	60	100
Conformity with Enviro. Sustainability	76.30	76.30	60	100

## Social (S) Gesellschaft



	Footprint	Handprint	Benchmark	Target
<b>Sub Score Social (S)</b>	<b>66.48</b>	<b>66.48</b>	<b>60</b>	<b>100</b>
Diversity & Workforce dynamics	64.00	64.00	60	100
Workplace	59.35	59.35	60	100
Education	52.35	52.35	60	100
Safety & Health	69.76	69.76	60	100
Social Contributions	86.91	86.91	60	100

## Governance (G) Unternehmensführung



	Footprint	Handprint	Benchmark	Target
<b>Sub Score Governance (G)</b>	<b>81.56</b>	<b>81.56</b>	<b>60</b>	<b>100</b>
Corporate Governance	77.42	77.42	60	100
Legal & Compliance	96.62	96.62	60	100
Business & Operational Risk	70.64	70.64	60	100

## About this report

This esg2go Sustainability Report is a comprehensive document that provides valuable insights into your organization's environmental, social and governance practices. To navigate and understand the report, please refer to the following key sections:

**1. Report Overview:** *In this section you will find the score overview as well as basic information about your organization, such as the name and UID.*

**1.a ESG Diagrams:** *This section contains the key area scores for the individual areas as spider charts. The weighting of the areas is 40% (E), 40% (S) and 20% (G) respectively.*

**2. Environment:** In this section you will find detailed information about your environmental initiatives and performance. This includes data on your energy consumption, waste management and compliance with environmental sustainability. It provides an overview of your commitment to minimizing your environmental impact.

**3. Social:** The Social tab highlights your efforts and contributions to social responsibility. It includes information on diversity and inclusion, workplace dynamics, education, safety and community engagement. This section reflects your commitment to being a responsible and socially conscious organization.

**4. Governance:** The Governance section shows information about the inner workings of your organization. It contains data on corporate governance practices, compliance with ethical principles and risk management. This section provides transparency about your governance structure and practices.

**5. optional bonus questions:** This section contains information about your so-called handprint or the positive impact your organization has on building a sustainable future.

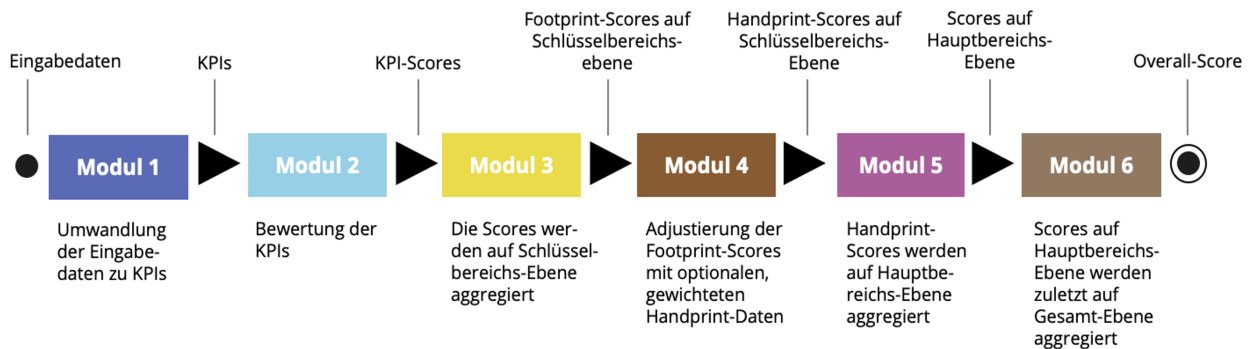
**6. IDs:** The sections labeled ID contain explanations for each individual field within the report. If you have questions about specific data points or metrics, please refer to these sections for clarity and context.

**Important note:** It is important to emphasize that no assessment can be made without providing two essential pieces of information: the number of employees and the NOGA code. These elements are fundamental to the accurate assessment and evaluation of our sustainability performance.

The esg2go Sustainability Report serves as evidence of your commitment to sustainability and responsible business practices. We encourage you to study the report thoroughly to gain a comprehensive understanding of your strengths and weaknesses in these important areas.

## How do we calculate?

The calculation process developed by CCRS converts inputs into scores, with the scale ranging from 0 (minimum) to 100 (maximum) and 60 serving as a benchmark. This is done by calculating key performance indicators (KPIs) derived from the input values, which are initially weighted according to sector and size. These scores are then aggregated at key area level: two for Environment (E), five for Social (S) and three for Governance (G). These Footprint scores are further converted into Key Area Handprint scores, taking into account active contributions, and ultimately contribute to scores for individual ESG areas and an overall score.



### Module 1

The input data from companies is converted into key performance indicators or KPIs when the questionnaire is completed.

### Module 2

Each KPI is assessed with a value between 0 and 100, which are referred to as KPI scores. These KPI scores are designed in a comparable manner based on an adequate benchmarking process.

### Module 3

A weighted aggregation of KPI scores is carried out at key area level, which are communicated transparently. In addition, the scores at key area level are aggregated as footprint scores at the main area levels E, S and G.

### Module 4

The optional inputs of the questionnaire, which represent the company's "handprint", are used to adjust the scores at key area level and produce a new score: Handprint Adjusted Key Area Level Score.

### Module 5

The handprint-adjusted scores at the key domain level are aggregated to a major domain level to obtain scores at the E, S, and G levels.

### Module 6

In the final step, the scores are aggregated at E, S and G level to form an overall score, which represents the final total score of the company.

# Environment (E)

## Energy & Waste

Code	Indicator	Value	Unit
E23	Total electricity costs	1'601'815	CHF
E1	Total electricity consumption	6'936'141	kWh
E2	Electricity consumption from renewable sources	6'936'141	kWh
ES1	Do you use your own data center?	no	
E3	Fuel costs according to list in the definition	24'942	CHF
E21	Fuel costs from renewable sources according to list in the definition	0	CHF
E4	Combustibles costs according to list in the definition	203'783	CHF
E22	Combustibles costs from renewable sources according to list in the definition	7'354	CHF
ES2	Do you use district heating?	no	
ES3	Do you pay a flat rate rent?	no	
ES4	Heated area in m2		m2
ES5	Do you have a Minergie certificate?	no	
ES6	Year of construction of the building		
ES7	Year of the last energy-related renovation		
E5	Total water consumption	64'487	m3
E6	Cost of waste disposal excluding wastewater	113'372	CHF
E7	Amount of disposed waste excluding wastewater	204	t
E8	Cost of wastewater disposal	12'063	CHF
E9	Amount of disposed wastewater	62'637	m3
E10	Cost of disposed hazardous waste	1'085	CHF
E11	Amount of disposed hazardous waste	4	t
E12	Cost of VOC incentive tax	0	CHF

## Conformity with environmental sustainability

Code	Indicator	Value	Unit
E13	Costs of environmental fines	0	CHF
E14	Financial contribution to environmentally related activities	104'152	CHF
E15	ISO 14001 certified sites (or other environmental certifications)	In place	
E16	Sustainable building and energy efficiency certifications	No	
E17	Efforts to reduce waste such as waste management	In place	
E18	Mobility plan for employees	In progress	
E19	Internal measures to track GHG reduction objectives	In place	
E20	External measurement of GHG reduction objectives in collaboration with EnAW and ACT-Switzerland	In place	

# Gesellschaft (S)

## Diversity & Workforce Dynamics

Code	Indicator	Value	Unit
S1	Number of employees	448	Number
S2	Number of female employees	224	Number
S3	Number of managers	52	Number
S4	Number of female managers	24	Number
S5	Number of people on the board	2	Number
S6	Number of females on the board	0	Number
S7	Number of male employees aged more than 45	50	Number
S8	Number of female employees aged more than 45	33	Number
S9	Number of male employees aged between 16 and 45	174	Number
S10	Number of female employees aged between 16 and 45	191	Number
S11	Number of employees with permanent contracts	402	Number
S12	Number of newly hired employees in the last 3 years or since foundation of the company if the company is younger than 3 years	430	Number
S13	Number of employees who left the company in the last 3 years or since foundation of the company if the company is younger than 3 years	387	Number
S14	Full-time equivalent of employees (excluding managers) working in production activities	281	Number
S15	Full-time equivalent of employees (excluding managers) working in service activities (sales, purchases, office assistance etc.)	56	Number
S16	Sum of the degree of employment	420	Number
S17	Average work year of the workforce	3	Number

## Workplace

Code	Indicator	Value	Unit
S18	Official length of the company's maternity leave	14	Week
S19	Official length of the company's paternity leave	2	Week
S20	Designated communal place for employees	In place	
S21	Support for daycare of employees' children in preschool age	No	
S22	Number of employees with home office option	80	Number

## Education

Code	Indicator	Value	Unit
S25	Expenses for continued education	98'487	CHF



## Safety & Health

Code	Indicator	Value	Unit
S26	Number of major accidents at the workplace		1 Number
S27	Days of absence	6'247	Number

## Social Contributions

Code	Indicator	Value	Unit
S29	Contribution to Society	74'051	CHF
S31	Total pension fund contributions	1'900'216	CHF
S32	Total pension fund contributions by employer for executive staff	213'095	CHF
S33	Total pension fund contributions by employer for non-executive staff	1'687'121	CHF

# Unternehmensführung (G)

## Corporate Governance

Code	Indicator	Value	Unit
G1	Internal deputisation arrangements	In place	
G2	Human Resource Management	In place	
G3	Number of employees managed by objective		448 Number
G6	Number of independent board members		0 Number
G7	Separation between the CEO and chairman functions	In place	
G8	ESG reporting	In place	
G9	ESG incentive for management	In progress	

## Legal & Compliance

Code	Indicator	Value	Unit
G11	Fines for: violating worker's rights, property rights, confirmed cases of corruption or other legal violations in the last three business years		0 CHF
G12	Implementation of data protection law	In place	
G13	Spending on cybersecurity		115'844 CHF
G14	Supplier policy	In place	
G15	Client policy for controversial products	In place	
G16	Substance abuse policy	In place	
G17	Existence of code of conduct	In place	
G18	Anti-corruption policy	In place	

## Business & Operational Risk

Code	Indicator	Value	Unit
G19	EBIT	4'288'346	CHF
G20	Tax on profit	46'762	CHF
G21	Material costs	13'818'756	CHF
G22	Aggregated wages	27'968'406	CHF
G23	Debt	242'798'714	CHF
G24	Turnover of company	67'691'431	CHF
G25	Share of export	78	Percent
G26	Share of import	6	Percent
G27	Regular audit including internal control system (ICS)	In place	
G28	Internal risk control	In place	
G29	Business continuity measures against exogenous risk drivers	In progress	
G30	Total fees paid to the auditor	78'500	CHF
G31	Other fees paid to the auditor	41'310	CHF
G32	Share of 5 largest customers in % of turnover of the company	13	Percent
G33	Purchase share of 5 largest suppliers in % of material costs	5	Percent

# Optionale Informationen

## Core Business Information

Code	Indicator	Value
<b>Environmental handprint</b>	Please select the environmental items below if the dominant part of your core business (in terms of turnover) have a positive effect on them :	
1	Sale of durable products to the customer	FALSE
2	Maintenance of products by the company for the customer	FALSE
3	Products, Services and industry-specific Processes that lead to circular economy or/and give the right incentives for reduction of GHG emissions	FALSE
4	Sale of digital solutions that help to reduce overall emissions for companies (travel, administration, etc)	FALSE
5	Sale of products and technologies that contribute to less emissions in real estate and construction	FALSE
6	Sale of products and processes that have the potential to replace environmentally problematic products and processes	FALSE
7	Sale of products and processes that reduce the environmental impact of their customers' production or increase energy efficiency	FALSE
8	Sustainable investments in poorer countries that address local environmental challenges	FALSE
9	Protection and restoration of biodiversity and ecosystems	FALSE
10	Other	FALSE
<b>Social handprint</b>	Please select the social items below if the dominant part of your core business (in terms of turnover) have a positive effect on them :	
1	Creation of new job profiles (jobs that meet trends, regulations and other changes )	FALSE
2	Training and integration program for migrants/refugees	FALSE
3	Program for the reintegration of marginalized groups without work/people with disabilities into the labor market	FALSE
4	Improving the future opportunities of the next generation through cooperation with apprenticeships	FALSE
5	Improving the future opportunities of the next generation through cooperation with universities	FALSE
6	Health promoting products and services	FALSE
7	Sustainable investments in poorer countries that contribute to local economic empowerment, inclusive growth (besides established growth fields) and decent employment	FALSE
8	Other	FALSE

# Documentation Environment (E)

## Energy & Waste

Code	Indicator	Unit	Observation Period	Description
E23	Total electricity costs	CHF	Last business year	This indicator refers to the total electricity costs incurred by the company. The data for this indicator can be found in the electricity bills.
E1	Total electricity consumption	kWh	Last business year	This indicator refers to a company's total in-house electricity consumption from all sources. Data from electricity bills must be used for this indicator.
E2	Electricity consumption from renewable sources	kWh	Last business year	This indicator refers to the total electricity consumption within the company from renewable sources such as hydropower, solar energy, wind energy, biomass, geothermal energy and subsidized electricity.
ES1	Do you use your own data center?		Last business year	The indicator can be answered with Yes if the company operates its own server and its electricity costs are part of the electricity bills
E3	Fuel costs according to list in the definition	CHF	Last business year	This indicator refers to the total fuel costs incurred by the company. The following substances count as fuel: Gasoline (petroleum), diesel, biodiesel, kerosene, biofuel and hydrogen.
E21	Fuel costs from renewable sources according to list in the definition	CHF	Last business year	This indicator refers to the total fuel costs from renewable sources within the company. This can include hydrogen (if produced using renewable processes) and/or biofuel.
E4	Combustibles costs according to list in the definition	CHF	Last business year	This indicator refers to the total fuel costs incurred by the company. The following substances count as fuel: Heating oil, natural gas, biogas hard coal, lignite, wood, wood pellets, wood chips.
E22	Combustibles costs from renewable sources according to list in the definition	CHF	Last business year	This indicator relates to the total cost of fuels from renewable sources within the company, such as biogas, wood, wood pellets and wood chips.
ES2	Do you use district heating?		Last business year	The indicator can be answered in the affirmative if the company operates its own server and its electricity costs are part of the electricity bills.
ES3	Do you pay a flat rate rent?		Last business year	The indicator can be answered in the affirmative if costs for: Electricity consumption, heating, water consumption and waste disposal of the company building are included in the rent.
ES4	Heated area in m2	m2	Last business year	This indicator refers to the total area that is heated with district heating.
ES5	Do you have a Minergie certificate?		Last business year	This indicator refers to the existence of a Minergie certificate for the building, which is heated with district heating.
ES6	Year of construction of the building		Last business year	This indicator refers to the year of construction of the building that is heated with district heating.
ES7	Year of the last energy-related renovation		Last business year	This indicator refers to the year of the last refurbishment of the building, which is heated with district heating. The refurbishment is considered energy-efficient if it has demonstrably increased the energy efficiency of the building. This applies, for example, if windows and doors have been replaced or the façade has been insulated.
E5	Total water consumption	m3	Last business year	This indicator refers to the total volume of water withdrawn by the company. Data from invoices and/or concessions must be used for this indicator.
E6	Cost of waste disposal excluding wastewater	CHF	Last business year	This indicator refers to the total costs of waste disposal other than wastewater.
E7	Amount of disposed waste excluding wastewater	t	Last business year	This indicator refers to the total weight of waste disposed of, excluding wastewater.
E8	Cost of wastewater disposal	CHF	Last business year	This indicator relates to the total costs of wastewater disposal.
E9	Amount of disposed wastewater	m3	Last business year	This indicator refers to the total weight of the wastewater disposed of.
E10	Cost of disposed hazardous waste	CHF	Last business year	This indicator refers to the total cost of hazardous waste disposed of (e.g. paints, cleaning agents, batteries, chemicals).
E11	Amount of disposed hazardous waste	t	Last business year	This indicator refers to the total weight of hazardous waste disposed of (e.g. paints, cleaning agents, batteries, chemicals).
E12	Cost of VOC incentive tax	CHF	Last business year	This indicator refers to the amount that the company has to pay for the VOC levy.

## Conformity with Environmental Sustainability

Code	Indicator	Unit	Observation Period	Description
E13	Costs of environmental fines	CHF	Letztes Geschäftsjahr	This indicator refers to the total cost of criminal proceedings and fines related to environmental damage affecting soil, water and/or air.
E14	Financial contribution to environmentally related activities	CHF	Letztes Geschäftsjahr	This indicator refers to the financial contribution that the company makes to environmental activities with partners in the region in which the company operates (public-private partnerships). This can include, for example, initiatives for ecological restoration, biodiversity protection and the circular economy, as well as environmental education projects.
E15	ISO 14001 certified sites (or other environmental certifications)	Status	Letztes Geschäftsjahr	This indicator is "present" if you have an ISO 14000 certificate, a comprehensive ESG rating (e.g. Ecovadis/GRI) or an industry-specific environmental certificate. If the company is esg2go-certified (certification was obtained in the last financial year), this also counts as environmental certification. If you have carried out an internal sustainability self-assessment, you can select "In progress". (Please note that you have the option of uploading your additional sustainability certificates in the automated part of the sustainability report)
E16	Sustainable building and energy efficiency certifications	Status	Letztes Geschäftsjahr	This indicator assesses whether the company has buildings and/or sites with energy efficiency certifications (GEAK, MINERGIE, etc.) and/or sustainable building labels (LEED, BREAM, SNBS, etc.).
E17	Efforts to reduce waste such as waste management	Status	Letztes Geschäftsjahr	This indicator is "Existing" if the company has a certified waste management/recycling system and/or an incentive-based system for the reduction, reuse and recycling of waste. The indicator is "Under development" if the company is not certified but has a code of conduct for its waste management. Such a code of conduct obliges employees, for example, to comply with a waste separation system with a plan to reduce/replace non-recyclable materials.
E18	Mobility plan for employees	Status	Letztes Geschäftsjahr	If your company has developed a comprehensive mobility concept for its employees that also creates specific individual incentives to reduce emissions, you can select "Existing". If your company has launched at least partial initiatives for more climate-friendly mobility (e.g. bike2work, subsidizing the cost of using public transport, incentives for e-conferences instead of travel), then you can select "Under development".
E19	Internal measures to track GHG reduction objectives	Status	Letztes Geschäftsjahr	The indicator is "present" if the company has set internal targets for reducing greenhouse gas emissions and can indicate how these are to be achieved so that progress can be tracked.
E20	External measurement of GHG reduction objectives in collaboration with EnAW and ACT-Switzerland	Status	Letztes Geschäftsjahr	The indicator shows whether the company is pursuing an externally measurable target to reduce greenhouse gas emissions in cooperation with EnAW (Energy Agency for Industry), ACT-Switzerland or other organizations recognized by the Swiss federal government.

# Documentation Social (S)

## Diversity & Workforce Dynamics

Code	Indicator	Unit	Observation Period	Description
S1	Number of employees	Number	End of business year	This indicator includes all persons on the company's payroll, regardless of whether they are temporarily absent (excluding long-term absences), working part-time, seasonally or from home, apprentices, etc. The number of employees excludes workers supplied to the unit by other enterprises and persons carrying out repair and maintenance work in the study unit on behalf of other enterprises. [OECD]
S2	Number of female employees	Number	End of business year	This indicator includes all female persons on the company's payroll, regardless of whether they are temporarily absent (excluding long-term absences), working part-time, seasonally or from home, apprentices, etc. The number of employees excludes workers supplied to the unit by other enterprises and persons carrying out repair and maintenance work in the study unit on behalf of other enterprises. [OECD]
S3	Number of managers	Number	End of business year	Number of employees holding a management position in the company/leading a team in the company (the number will again be relevant for indicator S32).
S4	Number of female managers	Number	End of business year	Number of female employees who hold a management position in the company/lead a team in the company (the number will again be relevant for indicator S32).
S5	Number of people on the board	Number	End of business year	Number of members of the Board of Directors elected to represent the shareholders. For sole proprietorships, enter 1. For collective companies and limited liability companies, the number of shareholders.
S6	Number of females on the board	Number	End of business year	Number of female members of the Board of Directors elected to represent the shareholders.
S7	Number of male employees aged more than 45	Number	End of business year	This indicator includes all male employees aged 46 or older. Age is expressed as the number of birthdays elapsed at the end of the financial year.
S8	Number of female employees aged more than 45	Number	End of business year	This indicator includes all female employees who are 46 years or older. Age is expressed as the number of birthdays elapsed at the end of the financial year.
S9	Number of male employees aged between 16 and 45	Number	End of business year	This includes all male employees between the ages of 16 and 45. Age is expressed as the number of birthdays elapsed at the end of the financial year.
S10	Number of female employees aged between 16 and 45	Number	End of business year	This includes all female employees between the ages of 16 and 45. Age is expressed as the number of birthdays elapsed at the end of the financial year.
S11	Number of employees with permanent contracts	Number	End of business year	This indicator includes all employees who have a full-time or part-time contract without a fixed term.
S12	Number of newly hired employees in the last 3 years or since foundation of the company if the company is younger than 3 years	Number	Last three business years	This indicator includes all new employees of all ages who have joined the company in the last three financial years or since the company was founded if the company is less than three years old.
S13	Number of employees who left the company in the last 3 years or since foundation of the company if the company is younger than 3 years	Number	Last three business years	This indicator includes all employees who have left the company in the last three financial years (or since the company was founded if the company is less than three years old) for reasons unrelated to retirement.
S14	Full-time equivalent of employees (excluding managers) working in production activities	Vollzeit -äquivalent	End of business year	This indicator describes the full-time equivalent of employees working in production activities. A full-time equivalent (FTE) is a unit that indicates the workload of an employee in a way that makes the workload comparable. Full-time equivalents are used by companies to determine the workload of their employees. Each employee who works full-time is equivalent to 1.0 FTE. A part-time employee who works 50% is equivalent to 0.5 FTE. A seasonal employee who only works full-time for 3 months, for example, corresponds to an FTE of 0.25 (1/4). The total FTE is the sum of the FTEs of each employee.
S15	Full-time equivalent of employees (excluding managers) working in service activities (sales, purchases, office assistance etc.)	Vollzeit -äquivalent	End of business year	This indicator describes the full-time equivalent of employees working in service activities. A full-time equivalent (FTE) is a unit that indicates the workload of an employee in a way that makes the workload comparable. Full-time equivalents are used by companies to determine the workload of their employees. Each employee who works full-time is equivalent to 1.0 FTE. A part-time employee who works 50% is equivalent to 0.5 FTE. A seasonal employee who only works full-time for 3 months, for example, corresponds to an FTE of 0.25 (1/4). The total FTE is the sum of the FTEs of each employee.

<b>S16</b>	Sum of the degree of employment	Percent	End of business year	For this indicator, you add up the individual full-time equivalents of each employee. A full-time equivalent (FTE) is a unit that indicates the workload of an employee in a way that makes the workload comparable. Full-time equivalents are used by companies to determine the workload of their employees. Each employee who works full-time is equivalent to 1.0 FTE. A part-time employee who works 50% is equivalent to 0.5 FTE. A seasonal employee who, for example, only works full-time for three months within this period should be equated to 0.25 FTE (1/4). The total FTE is the sum of the FTEs of each employee.
<b>S17</b>	Average work year of the workforce	Number	End of business year	For this indicator, add up the total number of years worked by each employee and then divide by the number of employees. Example: a company has 10 employees. Of these, 5 employees have been employed for 6 years and the other 5 employees for 3 years. We now add up the total number of years worked by each employee (5*6 years + 5*3 years = 45 years) and divide by the number of employees (45 years/10 = 4.5 years). We obtain an average number of working years of 4.5 years.

## Workplace

Code	Indicator	Unit	Observation Period	Description
<b>S18</b>	Official length of the company's maternity leave	Week	Last five business years	This indicator refers to the official number of weeks of maternity leave granted by the company to female employees.
<b>S19</b>	Official length of the company's paternity leave	Week	Last five business years	This indicator refers to the official number of weeks of paternity leave granted by the company to male employees.
<b>S20</b>	Designated communal place for employees	Status	End of business year	This indicator refers to whether the company provides a specific place for employees to eat, drink, socialize, etc.
<b>S21</b>	Support for daycare of employees' children in preschool age	Status	End of business year	This indicator describes whether the company offers support for employees with children (internal daycare center or contribution to an external daycare center).
<b>S22</b>	Number of employees with home office option	Number	End of business year	This indicator refers to the number of employees who have the opportunity to work from home.

## Education

Code	Indicator	Unit	Observation Period	Description
<b>S23</b>	Number of apprentices & trainees	Number Teilnehmer	End of business year	This indicator includes all employees of the company at the end of the financial year who are trainees (first, second, third or fourth year) or interns.
<b>S24</b>	Number of trial apprentices	Number Teilnehmer	End of business year	A taster apprenticeship is the term used to describe a company's willingness to offer interested young people a taster program to get to know their future employer.
<b>S25</b>	Expenses for continued education	CHF	Last three business years	Total contribution of the company to the further training of its employees (cash) in relation to turnover over the last 3 years. Training also includes further training and education.



## Safety & Health

Code	Indicator	Unit	Observation Period	Description
S26	Number of major accidents at the workplace	Number	End of business year	"Major accident" refers to an installation or connected infrastructure: (1) an incident that results in an explosion, fire, ruptured well, release of oil, gas or hazardous substances, or has a significant potential for a fatality or serious bodily injury; (2) an incident that results in serious damage to the installation or connected infrastructure where there is the potential for fatality or serious bodily injury; or (3) any major environmental incident resulting from the incidents listed in items (1) and (2).
S27	Days of absence	Number	End of business year	The days of absence refer to both non-voluntary and voluntary non-attendance at work as a whole. It includes absences without a valid reason, absences due to accidents, illness, strikes, etc. It does not include paid or unpaid leave (e.g. maternity leave, public holidays) and business trips.

## Social Contributions

Code	Indicator	Unit	Observation Period	Description
S29	Contribution to Society	CHF	End of business year	"Contribution to society" usually refers to a cooperative or voluntary action for the benefit of your community or society as a whole. This includes spending on social/cultural events, educational purposes at local schools, partnerships with NGOs and other institutions.
S31	Total pension fund contributions	CHF	End of business year	Total pension fund contributions of the employer and employees.
S32	Total pension fund contributions by employer for executive staff	CHF	End of business year	Total employer contributions to the pension fund for executives.
S33	Total pension fund contributions by employer for non-executive staff	CHF	End of business year	Total employer contributions to the pension fund for non-executives.

# Documentation Governance (G)

## Unternehmensführung

Code	Indicator	Unit	Observation Period	Description
G1	Internal deputisation arrangements	Status	End of business year	This indicator refers to measures that ensure that business processes are not interrupted and can be continued due to the absence of persons or key personnel.
G2	Human Resource Management	Status	End of business year	Human resource management is a department in an organization that handles all aspects of employees and has various functions such as staff planning, recruitment, training, career planning, quality of work life, communication with all employees at all levels and maintaining awareness and compliance with government regulations.
G3	Number of employees managed by objective	Number	Last business year	This indicator refers to the number of employees in the company who have a target agreement.
G6	Number of independent board members	Number	Last business year	This indicator refers to the number of independent members of the Board of Directors. An independent member of the Board of Directors is a person who is neither an employee of the company nor a significant shareholder of the company and has no regular business relationships with the company.
G7	Separation between the CEO and chairman functions	Status	Last business year	This indicator relates to whether the functions of CEO and Chairman of the Board of Directors are performed by different persons.
G8	ESG reporting	Status	Last business year	This indicator reflects the implementation of an external ESG reporting policy (or equivalent) by the company as an integral part of its internal procedures.
G9	ESG incentive for management	Status	Last business year	This indicator shows whether the company's bonus for managers includes an ESG component.

## Recht & Compliance

Code	Indicator	Unit	Observation Period	Description
G11	Fines for: violating worker's rights, property rights, confirmed cases of corruption or other legal violations	CHF	Last three years	This indicator includes the cost of fines for violations of employee rights, property rights and/or other legal violations in the past year.
G12	Implementation of data protection law	Status	End of business year	This indicator refers to whether the company complies with the Swiss Data Protection Act and takes appropriate measures.
G13	Spending on cybersecurity	CHF	Last business year	This indicator refers to the total amount spent on cybersecurity (provided internally or externally). Cybersecurity is the protection of systems, networks and programs against digital attacks. These cyberattacks are usually aimed at accessing, altering or destroying confidential information, extorting money from users or disrupting normal business processes.
G14	Supplier policy	Status	End of business year	This indicator is met if the company has developed a supplier policy aimed at minimizing social risks in the supply chain (e.g. in accordance with the UN Guiding Principles on Business and Human Rights). In this context, the company undertakes to identify material actual and potential risks within the supply chain, such as child labor, forced or compulsory labor. It should also explain how the company endeavors to protect and respect human rights within its supply chain and how it deals with possible violations.
G15	Client policy for controversial products	Status	End of business year	The indicator reflects whether the company has a customer policy (particularly with regard to its most important customers) on the use of its products. It serves to prevent harm to the user or third parties (e.g. prescription requirement for certain medical products, warnings and operating instructions for products that can harm the environment or public health).
G16	Substance abuse policy	Status	End of business year	The indicator reflects whether the company has introduced a policy on dealing with addictive substances (psychoactive substances, alcohol and drugs) in the workplace.
G17	Existence of code of conduct	Status	Last business year	This indicator refers to the existence of written rules for the ethical behavior of company members. This may include any form of discrimination and harassment in the workplace.
G18	Anti-corruption policy	Status	End of business year	This indicator shows whether a policy is in place to prevent corruption and bribery along the entire value chain.

## Business & Betriebsrisiko

Code	Indicator	Unit	Observation Period	Description
G19	EBIT	CHF	Last business year	EBIT is a measure of a company's profit that includes all income and expenses with the exception of interest and taxes.
G20	Tax on profit	CHF	Last business year	Profit tax refers to the tax payable on the total profit of a company for the last financial year.
G21	Material costs	CHF	Last business year	Material costs are the costs of the materials used to manufacture a product or provide a service. All indirect materials, such as cleaning agents used in the production process, are excluded from material costs. Material costs are also referred to as direct material costs or raw material costs.
G22	Aggregated wages	CHF	Last business year	Aggregated annual salaries of staff including bonus payments.
G23	Debt	CHF	Last business year	Contractually fixed-term and repayable liabilities and provisions still outstanding at the end of the last financial year.
G24	Turnover of company	CHF	Last business year	The company's turnover is the total turnover in a financial year. It is sometimes referred to as "gross sales" or "income".
G25	Share of export	Percent	Last business year	This indicator refers to the share of exports as a percentage of the company's total sales in the last financial year.
G26	Share of import	Percent	Last business year	This indicator refers to the share of imports as a percentage of the company's material costs in the last financial year.
G27	Regular audit including internal control system (ICS)	Status	Last business year	Companies that are required to carry out an audit must maintain an internal control system (ICS) and include a statement on client risk assessment in their management reports.
G28	Internal risk control	Status	Last business year	This indicator refers to whether the company takes into account the results of the risk assessment, thereby reducing operational risk.
G29	Business continuity measures against natural disasters	Status	Last business year	This indicator refers to measures against natural disasters such as fire, flooding, earthquakes, pandemics, etc. that could have a negative impact on supply chains.
G30	Total fees paid to the auditor	CHF	Last business year	Total fees paid to the auditor: regular audit fees plus other fees
G31	Other fees paid to auditor	CHF	Last business year	Fees paid to the auditor for services other than the financial audit.
G32	Share of 5 largest customers in % of turnover of the company	Percent	Last business year	This indicator refers to the share of the five largest customers in the previous year as a percentage of the company's turnover.
G33	Purchase share of 5 largest suppliers in % of material costs	Percent	Last business year	This indicator refers to the share of the five largest suppliers in the previous year as a percentage of the company's turnover.

# Documentation Optional Information

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## Informationen über das Kerngeschäft

Code	Indicator	Unit	Observation Period	Description
OE1	Please select the environmental items below if the dominant part of your core business (in terms of turnover) have a positive effect on them :	Status	End of business year	The "dominant part" refers to the part of the business that generates the largest proportion of the company's annual sales.
OE2	Please select the social items below if the dominant part of your core business (in terms of turnover) have a positive effect on them :	Status	End of business year	The "dominant part" refers to the part of the business that generates the largest proportion of the company's annual sales.

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