



SUSTAINABLE. RELEVANT.

GRI Content Index

Universal standards

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GRI 101: Foundation 2016		
GRI 102: General Disclosures 2016		
Organizational Profile		
102-1	Name of the organization	6
102-2	Activities, brands, products, and services	6, 72 ff.
102-3	Location of headquarters	6
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102-5	Ownership and legal form	72
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	Significant changes to the organization and its supply chain	72 ff.
102-11	Precautionary Principle or approach	38
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	United Nations Global Compact Diversity Charter (Germany) Charta zur Vereinbarkeit von Pflege und Beruf in Hessen (Charter on reconciling care and work – Hesse, Germany)	
102-13	Membership of associations	
	NORMA Group SE pays membership fees to the following associations (memberships of local or regional subsidiaries not included): Berufsverband der Compliance Manager (BCM) e. V. (Association of Compliance Managers) Deutsches Aktieninstitut e. V. (German Equity Institute) DIRK - Deutscher Investor Relations Verband e. V. (German Investor Relations Association) Gesellschaft für Finanzwirtschaft in der Unternehmensführung e. V. (Society of Corporate Finance in Management) Stifterverband für die Deutsche Wissenschaft e. V. (Association for the Promotion of German Science and Humanities)	

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Strategy		
102-14	Statement from senior decision-maker	9 ff.
102-15	Key impacts, risks, and opportunities	34, 125 ff.
	Besides the general presentation of the risk identification in the chapter "Stakeholders and Materiality", descriptions of impacts and risks in the individual subject areas are described in the individual subchapters. Detailed information on risks regarding NORMA Group's financial, assets and earnings position can be found in the risk and opportunity report of the annual report.	
Ethics and Integrity		
102-16	Values, principles, standards, and norms of behavior	38, 41 ff. 10
Governance		
102-18	Governance structure	22, 33, 72
102-19	Delegating authority	22 ff., 72
	Executive-level responsibility for economic, environmental, and social topics	25, 33
102-20	Consulting stakeholders on economic, environmental, and social topics	33
102-21	Composition of the highest governance body and its committees	26 ff., 58, 68
102-22	Chair of the highest governance body	18, 26
102-24	Nominating and selecting the highest governance body	26 ff., 58, 68
102-25	Conflicts of interest	26 ff.
102-27	Collective knowledge of highest governance body	18 ff.
	In accordance with section 171 (1.4) AktG (new version), the Supervisory Board is obliged to review the content of the non-financial report.	
102-30	Effectiveness of risk management processes	22 ff.
	Highest governance body's role in sustainability reporting	21
	In accordance with section 171 (1.4) AktG (new version), the Supervisory Board is obliged to review the content of the non-financial report.	

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GRI Standards		Page annual report	UN Global Compact
102-35	Remuneration policies	141 ff.	
102-36	Process for determining remuneration	141 ff.	
102-37	Stakeholders' involvement in remuneration	141 ff.	
Stakeholder Engagement			
102-40	List of stakeholder groups	33, 34	
102-41	Collective bargaining agreements	53, 66	
102-42	Identifying and selecting stakeholders	33, 34	
102-43	Approach to stakeholder engagement	33, 34	
102-44	Key topics and concerns raised	33, 34, 35	
Reporting Practice			
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102-46	Defining report content and topic Boundaries	181 ff.	
102-47	List of material topics	34	
102-48	Restatements of information		
102-49	Changes in reporting	2, 33	
102-50	Reporting period	2, 61	
102-51	Date of most recent report	2, 61	
102-52	Reporting cycle	2, 61	
	NORMA Group publishes its CR Report annually.		
102-53	Contact point for questions regarding the report	278	
	Claims of reporting in accordance with the GRI Standards	61	
102-54			
102-55	GRI content index		
	NORMA Group has published its GRI Content Index since the 2020 Annual Report on the corporate website at WWW.NORMAGROUP.COM		
102-56	External assurance	69	

Topic-specific standards

GRI Standards		Page annual report	UN Global Compact
Economic Topics			
Economic Performance			
Procurement Practices			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	41	
103-2	The management approach and its components	41	
103-3	Evaluation of the management approach	41	
GRI 204: Procurement Practices 2016			
204-1	Proportion of spending on local suppliers NORMA Group's purchasing philosophy is to purchase all goods and services locally if possible. The only exceptions are procurement opportunities at significantly lower rates or if the goods are not available locally. While materials for use are purchased largely locally, only two-thirds of production materials can be obtained from regional suppliers due to the special (quality) requirements. One-third comes from a few (global) suppliers who supply to all NORMA Group sites.		
Anti-corruption			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	38	10
103-2	The management approach and its components	38	
103-3	Evaluation of the management approach	39	
GRI 205: Anti-corruption 2016			
205-1	Operations assessed for risks related to corruption Communication and training about anti-corruption policies and procedures	38, 39	10
205-2		38, 39, 66	10
205-3	Confirmed incidents of corruption and actions taken During the reporting period, there have been no confirmed incidents of corruption.		10

Topic-specific standards

GRI Standards		Page annual report	UN Global Compact
Anti-competitive Behavior			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	38	
103-2	The management approach and its components	38	
103-3	Evaluation of the management approach	39	
GRI 206: Anti-competitive Behavior 2016			
206-1	Legal actions for anti-competitive behavior, anti-trust, and monopoly practices In the reporting period, neither penalties nor fines were imposed on NORMA Group for infringements, violations or non-compliance with antitrust laws, regulations or obligations.		
Environmental Topics			
Materials			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	45, 50	7, 8
103-2	The management approach and its components	45, 50	7, 8
103-3	Evaluation of the management approach	45, 50	7, 8
GRI 301: Materials 2016			
301-1	Materials used by weight or volume Reducing the volume of materials used is an important goal of NORMA Group. The purchase value (in EUR) of materials is NORMA Group's most important measure for simplifying control worldwide.	50, 66, 109	7, 8
Energy			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	45, 47	7, 8
103-2	The management approach and its components	45, 47	7, 8
103-3	Evaluation of the management approach	45, 47	7, 8
GRI 302: Energy 2016			
302-1	Energy consumption within the organization	48, 67	7, 8
302-3	Energy intensity	48	7, 8
302-4	Reduction of energy consumption	48, 67	7, 8

Topic-specific standards

GRI Standards		Page annual report	UN Global Compact
Water			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	45, 49	7, 8
103-2	The management approach and its components	45, 49	7, 8
103-3	Evaluation of the management approach	45, 49	7, 8
GRI 303: Water 2018			
303-1	Interactions with water as a shared resource	49 ff.	7, 8
303-3	Water withdrawal	50, 67	7, 8
Emissions			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	45, 48	7, 8
103-2	The management approach and its components	45, 48	7, 8
103-3	Evaluation of the management approach	45, 48	7, 8
GRI 305: Emissions 2016			
305-1	Direct (Scope 1) GHG emissions	48, 67	7, 8
305-2	Energy indirect (Scope 2) GHG emissions	48, 67	7, 8
305-3	Other indirect (Scope 3) GHG emissions	49	
305-4	GHG emissions intensity	48	7, 8
305-5	Reduction of GHG emissions	49	9
Effluents and Waste			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	45, 51	7, 8
103-2	The management approach and its components	45, 51	7, 8
103-3	Evaluation of the management approach	45, 51	7, 8
GRI 306: Effluents and Waste 2016			
306-2	Waste by type and disposal method	50, 67	7, 8
Environmental Compliance			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	45	7, 8
103-2	The management approach and its components	45	7, 8
103-3	Evaluation of the management approach	45	7, 8

Topic-specific standards

GRI Standards	Page annual report	UN Global Compact
GRI 307: Environmental Compliance 2016		
307-1	Non-compliance with environmental laws and regulations In the reporting period, NORMA Group has not paid any penalties or fines in the environmental area for significant offenses, violations or non-compliance with environmental laws, regulations or obligations.	67 7, 8
Supplier Environmental Assessment		
GRI 103: Management Approach 2016		
103-1	Explanation of the material topic and its Boundaries	41 7, 8
103-2	The management approach and its components	41 7, 8
103-3	Evaluation of the management approach	41 7, 8
GRI 308: Supplier Environmental Assessment 2016		
308-1	New suppliers that were screened using environmental criteria	43, 66 7, 8
308-2	Negative environmental impacts in the supply chain and actions taken	43, 45, 49, 50 7, 8
Social Topics		
Employment		
GRI 103: Management Approach 2016		
103-1	Explanation of the material topic and its Boundaries	53, 55 ff.
103-2	The management approach and its components	53, 55 ff.
103-3	Evaluation of the management approach	53, 55 ff.
GRI 401: Employment 2016		
401-2	Benefits provided to full-time employees that are not provided to temporary or part-time employees In principle, the outlined offers from NORMA Group are addressed to all members of the core workforce (generally proportionate for part-time employees). The only exception are part-time employees in the US with an average weekly working time of less than 25 hours, who do not receive certain social benefits.	53, 55 ff.

Topic-specific standards

GRI Standards	Page annual report	UN Global Compact
Occupational Health and Safety		
GRI 103: Management Approach 2016		
103-1	Explanation of the material topic and its Boundaries	53 ff.
103-2	The management approach and its components	53 ff.
103-3	Evaluation of the management approach	53 ff.
GRI 403: Occupational Health and Safety 2018		
403-1	Occupational health and safety management system Hazard identification, risk assessment, and incident investigation	54, 55 54, 55
403-2	Occupational health services	54, 55
403-3	Worker participation, consultation, and communication on occupational health and safety	54, 55
403-4	The proportion of employees represented by safety committees is currently not tracked by NORMA Group.	
403-6	Promotion of worker health Larger NORMA Group sites have occupational health physicians which do also provide regular information on general non-work related health topics. Awareness-raising on healthy living is also part of dedicated "Health and Safety Days" which are organized by individual entities on their own initiative.	
403-9	Work-related injuries	55, 68
Training and Education		
GRI 103: Management Approach 2016		
103-1	Explanation of the material topic and its Boundaries	55 ff. 6
103-2	The management approach and its components	55 ff.
103-3	Evaluation of the management approach	55 ff.
GRI 404: Training and Education 2016		
404-1	Average hours of training per year per employee Programs for upgrading employee skills and transition assistance programs	55, 68 6
404-2	Percentage of employees receiving regular performance and career development reviews	55, 56
404-3	The proportion of employees regularly participating in a performance assessment is currently not inquired by NORMA Group.	6

Topic-specific standards

GRI Standards		Page annual report	UN Global Compact
Diversity and Equal Opportunity			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	25 ff., 56	6
103-2	The management approach and its components	25 ff., 56	
103-3	Evaluation of the management approach	25 ff., 56	
GRI 405: Diversity and Equal Opportunity 2016			
405-1	Diversity of governance bodies and employees	25 ff., 56	6
Non-discrimination			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	38, 40 ff., 58, 66	6
103-2	The management approach and its components	38, 40 ff., 58, 66	
103-3	Evaluation of the management approach	38, 40 ff., 58, 66	
GRI 406: Non-discrimination 2016			
406-1	Incidents of discrimination and corrective actions taken	38, 40 ff., 58, 66	6
Freedom of Association and Collective Bargaining			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	38, 40	3
103-2	The management approach and its components	38, 40	
103-3	Evaluation of the management approach	38, 40	
GRI 407: Freedom of Association and Collective Bargaining 2016			
407-1	Operations and suppliers in which the right to freedom of association and collective bargaining may be at risk	38, 41, 66	3

Topic-specific standards

GRI Standards		Page annual report	UN Global Compact
Child Labor			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	38, 40	5
103-2	The management approach and its components	38, 40	
103-3	Evaluation of the management approach	38, 40	
GRI 408: Child Labor 2016			
408-1	Operations and suppliers at significant risk for incidents of child labor	38, 40	5
	During the reporting period, no structured analysis of respective risks was carried out. No significant risks became known via other reporting channels during the reporting period.		
Forced or Compulsory Labor			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	38, 40	4
103-2	The management approach and its components	38, 40	
103-3	Evaluation of the management approach	38, 40	
GRI 409: Forced or Compulsory Labor 2016			
409-1	Operations and suppliers at significant risk for incidents of forced or compulsory labor	38, 40	4
	During the reporting period, no structured analysis of respective risks was carried out. No significant risks became known via other reporting channels during the reporting period.		
Human Rights Assessment			
GRI 103: Management Approach 2016			
103-1	Explanation of the material topic and its Boundaries	38, 40	
103-2	The management approach and its components	38, 40	
103-3	Evaluation of the management approach	38, 40	

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GRI Standards	Page annual report	UN Global Compact
GRI 412: Human Rights Assessment 2016		
412-1	Operations that have been subject to human rights reviews or impact assessments	1
Local Communities		
GRI 103: Management Approach 2016		
103-1	Explanation of the material topic and its Boundaries	58, 59
103-2	The management approach and its components	58, 59
103-3	Evaluation of the management approach	58, 59
GRI 413: Local Communities 2016		
413-1	Operations with local community engagement, impact assessments, and development programs	58 ff., 59
Supplier Social Assessment		
GRI 103: Management Approach 2016		
103-1	Explanation of the material topic and its Boundaries	41
103-2	The management approach and its components	41
103-3	Evaluation of the management approach	41
GRI 414: Supplier Social Assessment 2016		
414-1	New suppliers that were screened using social criteria	41 ff., 66

Topic-specific standards

GRI Standards	Page annual report	UN Global Compact
Public Policy		
GRI 103: Management Approach 2016		
103-1	Explanation of the material topic and its Boundaries	38
103-2	The management approach and its components	38
103-3	Evaluation of the management approach	38, 39
GRI 415: Public Policy 2016		
415-1	Political contributions Donations directly or indirectly to political parties, politicians and their families or entities they hold interests in, or organizations affiliated with political parties are not permitted by NORMA Group.	
Socioeconomic Compliance		
GRI 103: Management Approach 2016		
103-1	Explanation of the material topic and its Boundaries	38
103-2	The management approach and its components	38
103-3	Evaluation of the management approach	38, 39
GRI 419: Socioeconomic Compliance 2016		
419-1	Non-compliance with laws and regulations in the social and economic area During the reporting period, NORMA Group paid no significant penalties or fines for infringements, violations or non-compliance with laws, regulations or obligations in the area of compliance and products.	

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