

ACCO Brands EMEA

Sustainable Development Report 2023



Who are we?

Moving Forward – Feeling Good

This is our motto. As an innovation leader we actively shape the transformation of the working world with our solutions and strong brands. At the same time, our consumers can feel confident, that efforts are being made to work towards reducing the impact of our company operations and our products on the environment and the communities and partners with which we work.

We have set a clear path for our activities, focussing on the most important topics for our company and we have set some specific and challenging goals for 2025 and beyond. This report aims to provide some insight into our company, who we are, how we operate, and how we work towards achieving our goals and reducing our impact.

For more detail about our company see the additional information section at the end of this report and www.accobrand.com



Company Profile

ACCO Brands Global:

\$1.8 billion company, listed on NYSE

18 factories worldwide, **5 900** employees

Products sold in more than **100** countries

This report covers ACCO Brands EMEA:

\$550+ million turnover

10 factories, **2100** employees

(see details on page 58)



Together we can make a Difference!

We are now over halfway towards our 2025 goals, and we are making steady progress. Our operations sites have our zero emissions from electricity goal in sharp focus, with another great step forward in 2023! Our first solar park is up and running in Uelzen, Germany, which is a great sight to see, and we hope more will follow fast. I am also very pleased to see that in 2023 we have also reduced our electricity consumption and have already beaten our 2025 target. Our sites are well-practised at Kaizen improvement projects. We have very talented and motivated Kaizen promotion officers across Europe, working on reducing our energy consumption. At the same time, we are building the knowledge and sustainability training of our Sustainability Champions at our admin sites. They are doing a fantastic job of spreading the word and helping all our teams to understand that we all have the responsibility of ensuring our company is doing the right things, for our planet, the people in it and for our company.

Products are of course another central focus area for us, where we know we can have the highest impact. It is great to see that we are making progress in our sustainable offering across all key categories, with a more sustainable choice in three additional categories in 2023. It is not easy to find ways to offer our customers and consumers the quality and functionality they are accustomed to, whilst improving the environmental and social impact of the products. Finding the right recycled plastics is one of those challenges and I am proud of the innovative and collaborative solutions we are finding here. It takes a great deal of creativity, resource and will power to stay the path and find the right sustainable solutions. But we have a great team and great business partners. Together we can face these challenges and win!

We are also very proud of the progress we have made with our EcoVadis assessment. We improved our score and are now rated amongst the top 25% of companies in our designated industry. Working with the EcoVadis rating system is good preparation for the next great challenge, the EU Corporate Sustainability Reporting Directive, which we will be obliged to report under in 2026. Initial preparations and understanding of the requirements has begun; we are quite excited to see what impact this may have on our current strategy and direction. But one thing we are sure about: our team is well prepared, trained and practised. We all need to do our part to reduce our impact. Together we can make a difference!

Yours
Cezary Monko



Cezary Monko
EVP & President ACCO Brands International

Key Achievements 2023



EcoVadis

ACCO Brands EMEA was assessed in 2023 for the second time by EcoVadis, the world's largest and most trusted provider of business sustainability ratings. We are very proud that we greatly improved our rating from being in the top 50% to the top 25% of companies in our industry (manufacture of other articles of paper and paperboard)! This means that we now hold the 2024 EcoVadis Bronze Medal! Bronze is now only awarded to the top 35% companies.

The thorough Ecovadis assessment takes 4 areas of impact into consideration when viewing a company: environmental impact, labour & human rights, ethics and sustainable sourcing. We scored particularly well on environmental topics, where we are placed in the top 9% of companies and on sustainable procurement, where we are placed in the top 8% of companies in our industry!

EcoVadis recognised our environmental policy and quantitative objectives as particularly strong, as well as our companywide FSC® and PEFC certifications, which monitor the sourcing of wood and paper and the clear reporting on wood fibres used for products and packaging.

Completing the EcoVadis assessment requires intensive teamwork between different functions of the company. In 2023 the collaboration with the HR team worked particularly well and resulted in a greatly improved result on the Labour & Human Rights part of the assessment focused on our own activities.



(From the left:)
 Jacqueline Wellhäußer (Director Sustainability EMEA)
 Kristina Roncari (HR Operations specialist)
 Helena Svensson (VP, HR International)



Highlights 2023

- Awarded **EcoVadis Bronze** for the second time, now rated amongst the top 25% of companies in our industry!
- **Total CO₂ emissions reduced** by a further 33% compared to 2022, first solar park up and running!
- 2025 **electricity consumption** target for factories and warehouses surpassed by almost 17%
- **Sustainability Champions** programme growing and flourishing
- 23% of our director level and above leadership positions are women. **AWPS women's network** launched across all sites



Highlights 2023

- 3 additional key product categories offering a more sustainable choice!
- 4 654 products with 3rd party certifications
- 36% of sales made with products with at least one 3rd party certification
- 99.8% of paper & board used for products & packaging recycled, FSC® or PEFC certified
- 119 products containing 30-100% recycled plastic (+49% compared to 2022)
- Product Carbon Footprint example calculations completed for key products to aid product development



Strategy & Plan 2025



Stakeholder View

Our sustainability strategy and goals are based on research and discussions we carried out with various groups of stakeholders. This included looking at the views of our shareholders, management, customers and internal teams. Looking at all the information we have and feedback we received, we could clearly see three core areas of focus for us moving forward:

**#1: Climate change mitigation
measuring and reducing our emissions**



**#2: Responsible & circular customer
solutions – innovating to provide
products & services for the future**



**#3: Engaged workforce and
principled working relationships**



As a manufacturer of branded goods, climate change, creating responsible and circular customer solutions and a responsible and principled supply chain are all key elements for us to focus on. Everything we do, from operations to product development and how we work affects our overall emissions and ensuring we always take emissions into consideration will help us make better decisions and to work on the right improvements. The core focus of our sustainability work is therefore based on everything which affects the emissions we cause.

Vision & Strategy for Sustainable Development

Reducing our Operational Environmental Impact



We will drive down our use of electricity, fuel and our waste production and deepen our understanding of our indirect emissions with a long-term vision of achieving net zero emissions.

Reducing our Product Environmental Impact



We are committed to better understanding the emissions caused by our products and packaging and driving down those emissions as far as possible in preparation for net zero emissions.

Working Relationships & Social Commitment



We are a diverse and committed workforce where everyone works towards the achievement of our sustainability goals. We aim to have a cooperative and principled working relationship with all of our stakeholders.

Sustainable Development Key Targets 2025

Reducing our Operational Environmental Impact



- **Zero emissions from electricity** (scope 2) used at our manufacturing and distribution sites
- **15% reduction** in electricity consumption

Reducing our Product Environmental Impact



- A more **sustainable choice** in every key category we operate in*
- A minimum of **500 products** containing a minimum of **30% recycled plastic** (from 50)

Working Relationships & Social Commitment



- For leadership positions on director level and above in EMEA, we aim for a **female share of 25%** by 2025 (from 20%)
- We will coach and involve **all employees** to help us achieve our sustainability goals

Sustainable Development Targets 2025



Reducing our Operational Environmental Impact

- We will drive our emissions from electricity consumption (scope 2) to zero at our manufacturing and distribution sites, an overall reduction of total scope 1 and 2 emissions of 75%
- We will reduce our electricity consumption at these sites by 15% or 3800 MWh, base year 2019
- We aim to further reduce our total water consumption by 15 percent, base year 2019
- We have the ultimate goal of achieving a zero waste rate in our manufacturing and warehouse facilities
- 33% of our company car fleet will be hybrid or electric
- We will measure and improve emissions and other environmental impacts of our sales offices



Reducing our Product Environmental Impact

- We will offer a more sustainable choice* in every key product category we operate in
- We will offer a minimum of 500 products with (minimum 30%) recycled plastic content (base is 50)
- We will increase the % of revenue from sales of products certified to 3rd party environmental and social sustainability standards by 10pp (base year 2019)
- We will aim to take the points of our product philosophy into account and design our new products with a reduced CO2 footprint compared to the previous model where one exists
- We will only use plastic in our packaging where necessary or ecologically worthwhile and where we use it, we aim to use a minimum of 30% recycled material
- We will build our understanding of carbon emissions from our products

*A more sustainable choice is a product with notable improvements compared to standard products in points listed in the ACCO Brands Product Philosophy, based on our understanding of the product life cycle.



Working Relationships & Social Commitment

- We aim to have a transparent and principled working relationship with all our stakeholders, from employees and suppliers, to customers and consumers
- Our principles are based on the international standards set by the UN and the ILO Declaration of Fundamental Principles and Rights
- We require our suppliers to fulfil the same standards and monitor this according to a set of specific metrics
- We aim for a female share of 25% of leadership positions on director level and above in EMEA by 2025 (from 20%)
- We will maintain a safe and healthy workplace with a target of zero accidents
- We will train all our sites in our sustainable approach and invite them to create a local plan to support the fulfilment of our goals

ACCO Brands EMEA: Sustainable Foundations

Working in a lean way is the foundation of all our sustainability efforts. Reducing waste in all areas and keeping processes simple and short, help with many of our objectives. Our ISO 9001 and ISO 14001 certifications provide the framework and tools to help achieve this.



* ISO 50001 for 8 sites in Germany and the UK only
ISO 9001 and 14001 for all ACCO Brands EMEA sites + Shanghai

Planet

Reducing our Operational
Environmental Impact



Scope Emissions



- Scope 1 (direct)
- Scope 2 (indirect emissions from consumption of purchased electricity, heat or steam)

All European manufacturing facilities were monitored from the start in 2010, except Arcos, Portugal, and Lillyhall, U.K. (added in 2017). Lillyhall (pencil manufacturing) runs a biomass boiler to heat the plant using waste material. This has been classified as carbon neutral by the Carbon Trust and is therefore not included in the results.

We continue to report the Rapid Shanghai factory as most of the production is for EMEA and it is a key facility for us.

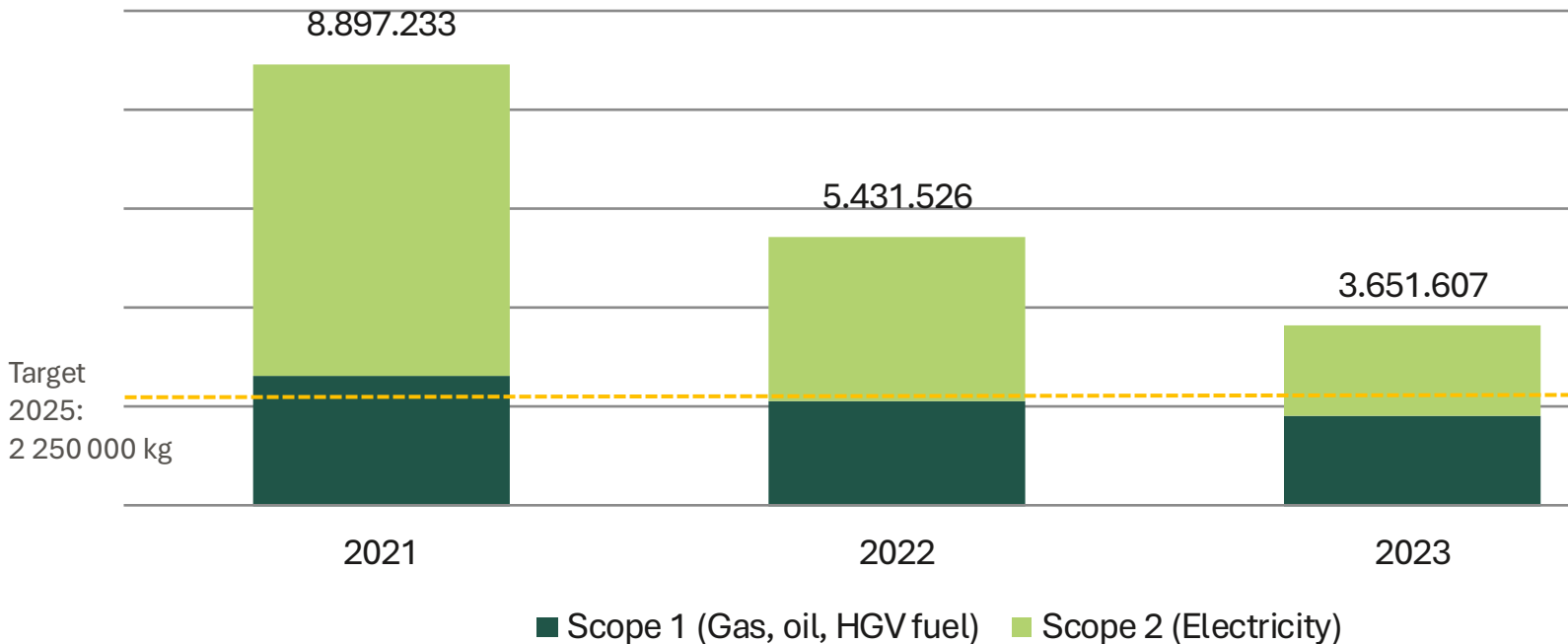
Warehouses have been included since 2016, except Halesowen added in 2017.

In 2021 we added CO₂ caused by HGV fuel of our owned truck in Halesowen, UK. This added ~126 tonnes CO₂ and is around 1.5% of the total.

All facilities are listed on page 58. Sales offices, which are not physically part of one of the listed facilities, are not included, as they are classed as immaterial.

Scope 3 emissions are not included to date (all other indirect emissions such as from raw materials, external logistics, outsourced activities etc.)

CO₂ Emissions ACCO Brands EMEA: Factories & Warehouses by Scope (kg CO₂)



Scope 3 emissions are currently not reported.

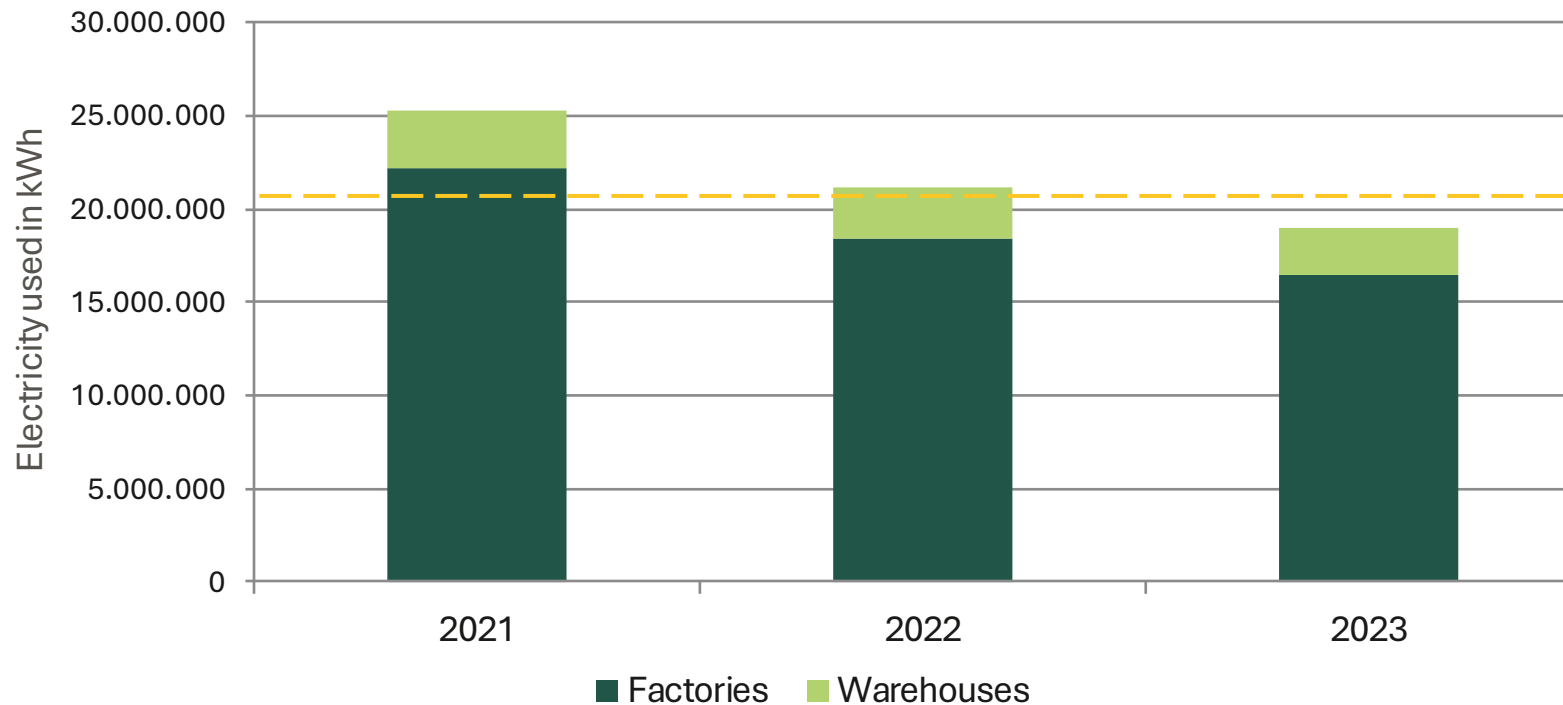
We continue to carry out our plan to reach zero emissions from electricity by 2025! In 2023, we reduced overall emissions by a further 33% compared to the previous year and scope 2 emissions by 45%!

The bulk of this improvement came from switching the full electricity consumption at our Kozenice plant to renewably sourced and hence zero emission electricity. Only 4 sites remain to be switched. This is for example because it is difficult to buy zero emission electricity in that location or we do not own the sites and the contracts cannot be easily switched.

Total CO₂ emissions (according to the scope on page 16) were 3 652k tonnes. A total of 10 out of 15 sites now buy zero emission electricity, 6 of these buying 100% renewably sourced electricity.

Our 2025 target of 2 250 tonnes CO₂ is based on our scope 1 emissions level in 2019. In 2023, we were already below this level for scope 1. This can of course be due to the severity of the winter, but the many energy saving activities carried out at the sites lead us to believe that a longer-term overall reduction is being achieved.

Emissions: Electricity in kWh



--- Target 2025: 21 560 000 kWh

Reduction in energy consumption remains in focus at the sites and we can see the results of this continue to come through. In 2023, we achieved a further 10% reduction compared to 2022, already well below the goal we set for 2025.

The sites continue to improve efficiency in processes and the use of light and heating., often achieved through the running of energy saving Kaizens.

Overall, 38% of the electricity we bought in 2023 was renewable. In addition, we bought RECS for one site amounting to 442 MWh (much lower than in 2022 due to the Kozenice site switching to a renewable electricity contract). Two sites have a zero conversion rate, buying a mix of renewable and nuclear power and a third site (Heilbronn, Germany) purchased a compensation certificate with an investment in a hydro-electric power plant in India, making a total of 67% zero emission electricity in 2023.

Further details of our emissions in our factories and warehouses can be seen in the additional information.

Uelzen, Germany Solar Park



During 2023 an area of around 3 800 m² was cleared at our Uelzen, Germany site and in partnership with the local energy provider mycity, a photo voltaic facility with 1458 modules was erected. The site went into operation on 1.1.2024 and can produce around 700 000 kWh of renewable electricity every year.

Mario Miklis, Uelzen site manager, said: “We are proud to have worked with our local partners to have put ACCO’s first solar park into operation. It is great that in this way, we can use renewable energy generated on our own site and also contribute towards Uelzen town’s commitment to supply all private households with renewable electricity, as well as building the supply for commercial use.”

Energy Saving in Shanghai, China

The Shanghai team implemented two projects to save energy in 2023. Firstly, they switched the glue drying on the staples band line to induction hardening, heating the wire directly rather than the air around it. The second project involved switching the cooling system for the hydraulic press from refrigerant equipment to using water cooled in a tower. This also has the effect of removing possible emissions from the refrigerants themselves. These two projects save almost 75 000 kWh electricity a year.



Energy Saving in Kozenice, Poland

The Kozenice team managed a 4% reduction in electricity consumption in 2023, despite an increase in production at this site!

The lighting at the site was switched to LED in the period between the beginning of 2021 and the end of 2023. Now the full effect, a saving of 600 000 kWh per year, can be achieved. Lighting is made even more efficient by creating zones which can be switched on and off independently, depending on what is required. Finally, through a more efficient ventilation system during the heating period, a further saving of around 70 000 kWh per year has been achieved.



Energy Saving in Hestra, Sweden

In our Hestra, Sweden plant, extensive work has been done with the ventilation system, saving more than 800 000 kWh of electricity a year. The new ventilation systems in the surface treatment and components areas are far more energy efficient. But in addition, they are being carefully managed to reduce running time, only working when the factory is operating and there are people in the areas in question. There has also been a lot of work done on tracking down any wasted energy and training staff to shut down compressors after production and turn lights off when leaving the area or at the end of a shift.



The ventilation system at the Hestra factory, Sweden

Emissions from Company Cars

We continue to shift our (mostly 3rd party owned) company car fleet to electric or hybrid models. Our aim is to switch 1/3 of our EMEA company car fleet to electric or hybrid by 2025. In 2023, 64 out of 284 cars were in scope, 22.5% overall. Although this is another increase on the previous year, progress is slow. Switching contracts can be complex and the difficulty in selling off used EVs makes the lease prices expensive.

We are also encouraging our associates to cycle more and think about bike commutes where possible. See page 44 where our Job Bike schemes are featured.

Of course, we also continue to encourage the use of online meetings and taking the train where it is sensible and possible to reduce travel by car and plane.



EMEA Emissions: Sales Offices

To date we have focused on emissions from our factories and warehouses where the most energy is consumed. We have twenty sales offices aside from offices located at our operations sites (see map on page 58.) Three are by far the largest (>100 people) in Aylesbury UK, Warsaw Poland and Stuttgart Germany. The electricity used at these sites is measured and monitored, with a total of 421 MWh, which is around 3.5% of the total used at the operations sites. All our sales offices are ISO 14001 certified, the Aylesbury, UK and Stuttgart, Germany sites are also ISO 50001 certified. In 2023 we moved our Aylesbury office to a newly renovated building nearby with a high energy rating (B.) It uses a heat pump to heat and cool the building and is of course running on renewable electricity!



The new Aylesbury, UK office

Scope Water Consumption



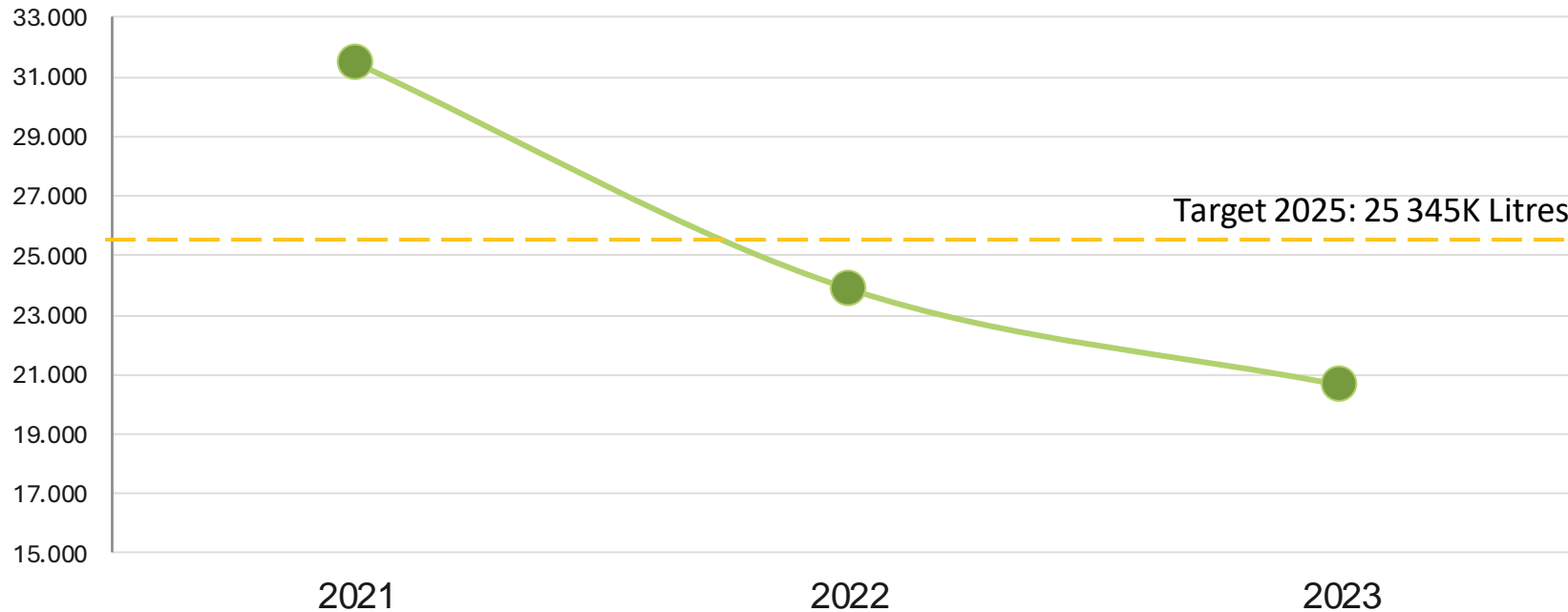
Total water consumption for all ACCO Brands EMEA plants and warehouses.

Data shown covers all ACCO Brands EMEA plants and warehouses plus the Shanghai factory. All facilities are listed on page 58.

Local sales offices, which are not physically part of one of the listed facilities, are also not covered but as these are generally small, we can conclude that these would not have a material impact on the result.

ACCO Brands EMEA Water Consumption

Water consumption in 000 L



Water is a key element in the balance of nature and whilst our processes are not inherently water-intensive, we recognize our responsibility to conserve and preserve it. Since 2010, we have diligently monitored water consumption, a practice reinforced by our ISO 14001 certifications. Our teams provide monthly reports on water usage. In 2023 we reduced our water consumption (according to the scope on page 23) by a further 14%, now 31% lower than in 2019. This is achieved through careful monitoring for leaks, economic use of water for cleaning and sanitation, and education and training of our teams.

Scope Waste Management & Recycling



Aim: Zero Waste

Zero Waste is generally defined as 98 percent of waste being recycled. “Thermal recycling” (burning) is not counted as recycled and hazardous waste is not included.

Hence, data for all types of waste is collected from all sites. We have some difficulties with recycling companies which do not disclose if or how much waste has been “thermally recycled” but will work further to see if we can gain more knowledge on this.

Data shown covers all ACCO Brands EMEA plants and warehouses plus the Shanghai factory. All facilities are listed on page 58.

Local sales offices, which are not physically part of one of the listed facilities, are not covered, but waste volumes here are far smaller than at the plants and warehouses, meaning we can conclude that these would not have a material impact on the result.

We also measure and control hazardous waste, but this only made up 3% of total waste in 2023.

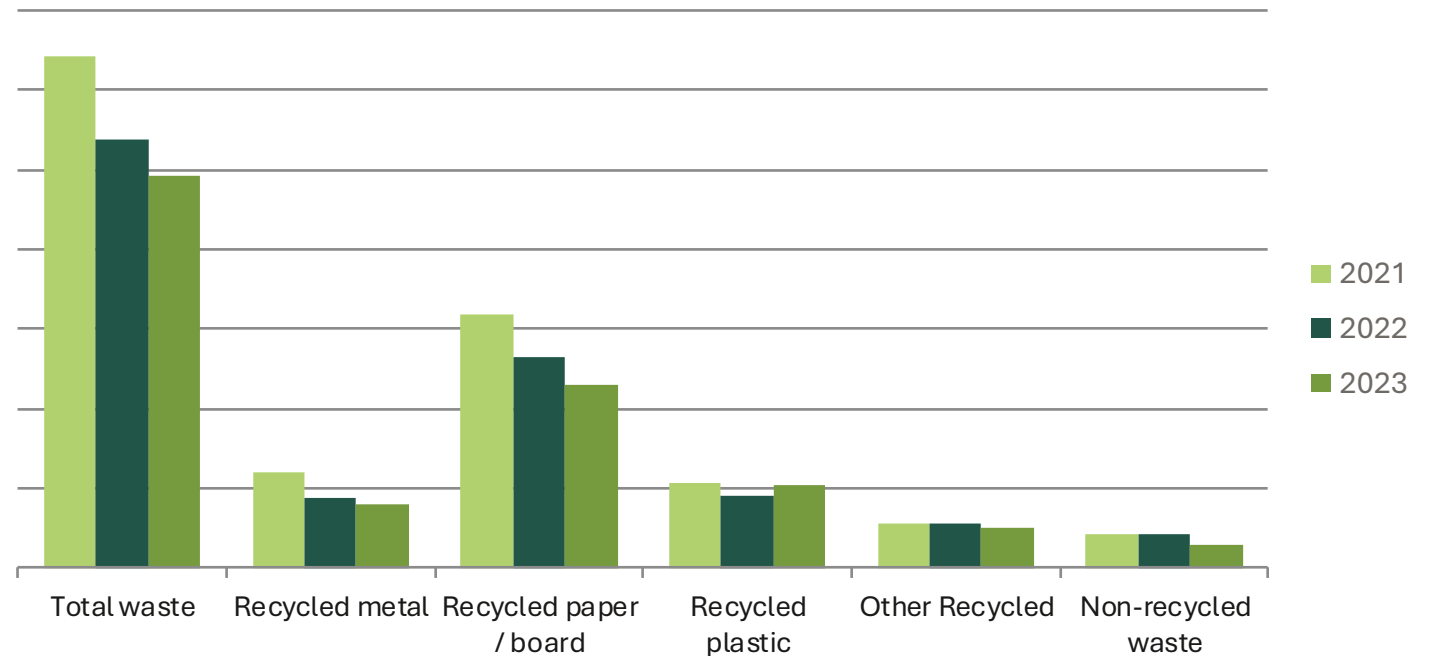
Waste Reduction & Recycling

**2023: 94% of waste was recycled
+2pp compared to 2022
Target: 98% of total waste recycled**

In 2023 we made good progress towards our target of 98% recycled waste, increasing the recycling rate by 2pp to 94% and decreasing overall waste by 9% to 4 917 tonnes

The factories and warehouses continue to look for ways to bring waste back into the loop, rather than end of line disposal. Uelzen Germany, for example, found a service provider able to take their acrylic waste. In Gorgonzola Italy, the size of the residual waste bins was notably reduced and replaced by a clear bag as a visible signal to check which recycling bin could be used instead. This along with training lead to some great results! The Heilbronn, Germany warehouse again made some donations of obsolete finished goods to non-profit organisations via Innatura. This time it was rather smaller products such as staplers and punches, leading to a donated volume of around one tonne of product!

Waste in kg



Products

Reducing our Product Environmental Impact



Sustainable Product Philosophy

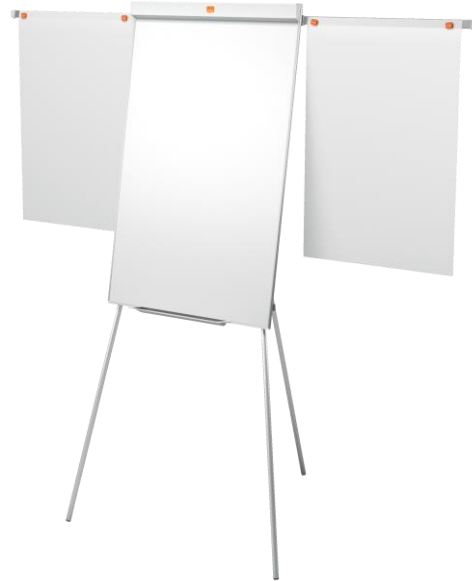
The ACCO Brands EMEA Sustainable Product Philosophy covers all the key factors by which we can improve the environmental impact of our products. By following this simple set of guidelines our teams can investigate different ways to improve products and reduce their environmental and carbon footprints. Depending on the product in question, different aspects of the philosophy might be more or less important or relevant.

The quality aspect is intentionally at the top of the wheel. Long-lasting products do not only provide the consumer with satisfaction on their purchase, but they also save resources over the years they can be used, compared to having to replace them with new products.



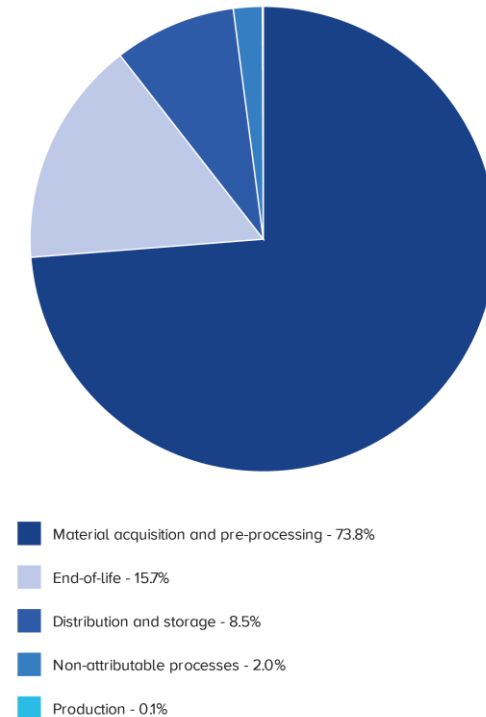
Sustainable Product Philosophy: Product Design based on Carbon Footprint Analyses

Our stakeholders have identified a responsible and circular approach to product solutions as a key and material aspect of our sustainability work. To understand the full impact of our products better, we engaged experts Climate Partner to carry out a Product Carbon Footprint (PCF) analysis on products in twelve key categories. The analyses were done according to the Greenhouse Gas Protocol Product Life Cycle Accounting and Reporting Standard, following a cradle to grave approach. We have learned a lot about these categories through these studies and now better understand where we need to put our focus to reduce the environmental footprints of these types of products. In all cases, raw materials are a key aspect to our product design, so using lower impact materials and prolonging the useful life of a product is always a good choice. For bigger, bulkier products, shipping has of course a bigger impact, much less so for small products like staplers, punches and glue guns. Our product teams will now take the detailed information we have learned from the studies into consideration in new product design.



Figure

Breakdown according to lifecycle stages



Example PCF result for a Nobo Easel

Target 2025: A more sustainable choice in all key categories from 10/21 to 21/21

Result 2023: **13/21**

In 2023 we made a small but vital step towards our goal of offering a more sustainable choice in all key categories versus the prior generation of product. Our Kensington product team had already worked on reducing the environmental footprint of their packaging, removing blister packs and introducing 99% recyclable and FSC® certified boxed versions. But in 2023 they made a first, key step for the products, launching two trackballs and a docking station with a reduction of virgin plastic, incorporating at least 50% overall PCR (post-consumer recycled) plastic used for the casing. To have the efforts and work put in confirmed, the trackballs have also been SCS certified. Kensington is evolving its product line by incorporating this feature into many new products – watch this space!

The Kensington launches have brought us a step forward in 2024 with two further categories offering a more sustainable choice! (See full list on page 64.) This is defined as a product offering with notable improvements in the points listed in the ACCO Brands Product Philosophy compared to standard products. In the more traditional office area, products have had sustainable features such as recycled content, recyclable design or long lasting for many years. This goal is to stretch us in product categories where such sustainable product features are not the norm today and the Kensington team have achieved this for their first products! Implementing such features on more technical products is not easy, but our R&D team is continuously evolving, pushing the boundaries, and testing new materials and design ideas to make it possible.!

The Kensington Trackball K72196WW, overall plastic is 51% recycled, a rechargeable battery and patented cleaning system with easily removeable trackball. As well, of course, as the expected Kensington quality and ergonomic design. A better choice of trackball through and through!



MINIMUM 50% RECYCLED CONTENT POST CONSUMER TOTAL PLASTIC PARTS



Supporting the Circular Economy: Scale Changes to Plastic Products

Target 2025: 500 Products with minimum 30% recycled plastic

We set ourselves the target of 500 products with a minimum of 30% recycled plastic to motivate our teams to innovate with recycled plastic. This can be quite tricky as the machines used are often sensitive and expensive and the required quality standards for the products are high! But despite this fact, in 2023 we increased the number of products made of at least 30% plastic and where at least 30% of that plastic is recycled, by 49% compared to 2022. The challenge was taken on by the Kensington team (see page 30) and the Leitz team is also taking it to a new level with the aim of switching existing ranges, which sell in high volumes, to include recycled material. This scales up the amount of recycled plastic we use much faster than when we launch new products

with recycled content. Our purchasers and development teams worked closely with our suppliers to get materials which are high quality, perform well in manufacturing and look as good as the previous material to the consumer. In the case of the Leitz flat file 4191, not only has 30% pre-consumer recycled waste been added but the whole product was switched from PVC to PP plastic with no difference in quality! Unlike PVC, PP does not use softeners or other additives, is non-toxic, BPA free, 100% recyclable (along with PP packaging waste) and emissions from production are lower!

Result 2023: **119** (+49% compared to 2022)



Leitz 4191 flat files, now made of 30% pre-consumer Polypropylene

ISO14021 definition of pre-consumer recycled waste: Material diverted from the waste stream during a manufacturing process. Excluded is reutilization of materials such as rework, regrind or scrap generated in a process and capable of being reclaimed within the same process that generated it.

Reducing Plastic Packaging

Plastics have earned a bad reputation in the past few years. Certainly, the way plastics have been worked with to date, as a take, make waste process, must be changed moving forward! If products and packaging are designed well, plastics can be recycled and re-used. Our task is therefore to use plastics in an intelligent way. This means only when they are the best solution and with a circular approach, using recycled materials and making products and packaging recyclable.

We have found however, that especially when it comes to the packaging of our products, we can often re-think the design of the packaging to avoid having to use plastics at all. For example, the packaging for the Leitz and Esselte scissors was re-designed without the plastic blade protection and the Rapid Tools team have reconceptualized their retail packaging, switching completely away from plastic blister packs to 99% plastic-free packaging. In the Sint Niklaas, Belgium factory, a project was run to remove almost all plastic bags, protection and even replacing polystyrene corner protection with easily recyclable cardboard.



Leitz Fabric Storage Range

With more people working at least partly from home, a need for storage containers which fit into home surroundings, has arisen. Equally, with more people working from home, more companies are operating a hot desking system, with personal belongings stored in lockers and with a need to carry them around. The new Fabric Storage Range from Leitz fulfils these needs and at the same time offers a solution for those looking to have a lower environmental impact with their purchases. The products are made of a strong, 80% recycled board core and covered with an attractive, hard wearing polyester fabric, with an overall recycled content of between 56% and 62% depending on the product. The boxes can be folded and stored flat, which means they are also packaged and delivered flat, saving transportation emissions. Finally, they have been constructed so that no glue is necessary, which means that at end of life, the fabric can be separated from the board core and the two materials disposed of separately, also into separate recycling streams.

<https://www.youtube.com/watch?v=pe9H8EaVoZ4>



Rapid Spirit of Sweden Staple Guns

This year our Rapid Tools team launched a range of four staple guns with plastic casing crafted from 90% recycled post-consumer recycled plastic, sourced from old, retired refrigerators. Proudly produced in the Rapid hometown of Hestra, Sweden, they reflect the expected high quality and reliability of Rapid products as well as their Swedish character.

Inspired by the natural charm of the Swedish landscape, the design not only embraces environmental responsibility but also resonates with contemporary home decor trends, available in colors inspired by the Swedish blooming fields, heather moors, archipelago and forests.

Lightweight and versatile, these products exemplify the essence of innovative and creative living.



Leitz Ergo – Helping People Feel Good!

Helping people feel good at work, wherever they are working, is at the core of the Leitz Ergo range. Good posture and movement help to prevent back problems, headaches and keep concentration levels high. In addition, we know that people are happier working in attractive and organised surroundings. It isn't just the functionality of products which helps people feel good, it is also their design and appearance.

Leitz has put every nugget of their vast experience of working life into the development of these Ergo products. The ergonomics are confirmed by the IGR Institute of Health & Ergonomics and the design by the German Design Award. Stools, sitting balls, sit-stand solutions, wobble cushions, laptop stands – all products designed to keep people feeling fit, healthy and good whilst working!



Increase sales of Products with a 3rd Party Environmental or Health & Safety Label

Target 2025: Increase 10pp from 29% to 39%

Result 2023: 36%

Total number of products with a third-party label: 4654

Third party endorsements are the best way to demonstrate a product's sustainable credentials, and we are proud to have a long history of products certified to recognized standards. The certifications verify claims across the whole ACCO Brands product philosophy, from recycled board, paper and plastics, responsibly sourced paper and wood to tested for safety or ergonomics. In 2023 we were awarded the SCS certification for recycled plastics for the first time for our Kensington products, featured on page 30.

Number of products with each certification. As of 31.12.2023. Some products have more than one certification!

Other certifications includes: UL Validated Recycled content, NordicSwan, IGR Ergonomics, Austrian Ecolabel, FIRA, TÜV Safety, SCS Recycled Content



Paper Usage in Manufacturing and Shipping

	2021	2022	2023
Percent of paper purchased which is FSC®- or PEFC-certified, or recycled	99.6%	99.7%	99.8%
Paper/Board from non-FSC® or PEFC, virgin fibres	0.4%	0.3%	0.2%
Paper types in use			
Recycled paper total*	95.8%	97.0%	91.5%
FSC® or PEFC certified paper / wood*	79.6%	79.8%	79.6%

* Material can be both recycled and FSC or PEFC certified.



ACCO Brands EMEA is committed to the responsible use of paper and paper-based materials used for the manufacturing of our products and packaging. We aim to source 100% of our paper-based materials used in our factories and warehouses from FSC® or PEFC certified or recycled sources, thus supporting the UN Sustainable Development Goal 15 to support Life on Land through the implementation of sustainable forest management. Overall, well over 99% of our paper & board is either recycled, FSC®- or PEFC-certified, with 11 factories and warehouses FSC® certified, 1 factory PEFC certified.



FSC® certified Nobo Flip Chart Pads

Product Safety

ACCO Brands aims to provide customers with safe products that meet or exceed their expectations for quality and safety, and are designed to comply with all applicable laws, standards and regulations. Our product safety program defines core requirements that include minimum product composition and safety standards, based on human health and environmental safety factors. All electrical products are designed to meet applicable product safety, chemical composition, energy efficiency and electromagnetic compatibility (EMC) requirements and are assessed and recertified, when necessary, to ensure compliance to the latest regulatory requirements.

In addition, nearly all products developed in-house are subject to Design Failure Mode and Effect Analysis (DFMEA) and Hazard-Based Safety Engineering (HBSE) assessments during the development cycle to identify and appropriately mitigate potential risks before launch.

We monitor internal and external data to identify potential safety incidents with our products. A cross-functional committee, consisting of business managers, product compliance, quality, risk management and legal meets regularly to discuss compliance or product safety risks, incident investigations and corrective actions.

Chemical Management

The core of our chemical management system is our Restricted Substance List (RSL), which outlines our expectations regarding chemical compliance. Global chemical regulatory activity is closely monitored through several third-party tools, ensuring that the RSL remains up to date with the changing chemical regulations. We are in regular contact with our suppliers to communicate any changes to the list. In addition, for high-risk products, verification testing is performed for key RSL chemical substances, including PFAS, Phthalates and heavy metals. We use accredited third-party laboratories with a global footprint to implement and manage our verification program.

Click [here](#) for more information about Chemical Management.



Quality testing
Leitz staplers

People

Working Relationships
& Social Commitment



Our Sustainability Champions – Taking Care of Tomorrow across Europe!

It is the team at ACCO Brands EMEA which makes everything happen! Dedicated people across the continent, working hard to produce and sell our quality products. Everyone at ACCO Brands EMEA is an important link in the chain to create and sell successful products, make happy customers and consumers and ensure the company is economically sound. It only works because we all pull together in the same direction as one team! Some of our team is also willing to spend some of their precious time on projects which ease the burden on the planet or help to make people's lives better, at work or at home. At our operations sites, committed and creative people look for ways to improve our production and logistics processes to reduce energy and materials needed. At our admin sites,

Watch the ACCO Brands EMEA Sustainability Film [here](#):

our Sustainability Champions look for ways to reduce the impact of work there and make our locations a place to work where people Feel Good!

One of the key tasks for our local champions is to communicate to everyone locally what the company is doing in terms of sustainability and to inspire everyone to think about what they can do within their role to make improvements. In many countries meetings were held to inform and explain what is happening across Europe and share the results. We found that many people are very interested and have a lot of ideas to contribute!

Clean-up days were held in and around the offices; in some cases, this was clearing out storerooms and finding ways to donate the products no longer needed. At two locations,

Paris and Stuttgart, clean-up days took place around the office to collect up from the streets.

The achievement of our key sustainability goals are also listed as strategic measures within our ACCO Incentive Plan, ensuring that these are prioritised amongst our management team.



Sustainability champions at the ACCO Paris, France office (above) and Stuttgart, Germany office cleaning up the rubbish from the streets around their office buildings.

Looking After Our Team

We believe in environmental, health and safety excellence at ACCO Brands. As part of our responsibilities to ourselves, one another, our customers and our community, we work daily to maintain the highest level of safety for all our employees. Each of our locations designates a competent individual responsible for safety and environmental efforts, and every operation sets annual goals to reduce or eliminate workplace injuries/illnesses. We strive to achieve a culture where all employees contribute and take ownership for creating and maintaining a safe working environment. Our ACCO Brands scheme is laid out in the “Comprehensive Environmental and Safety Management Plan,” benchmarked to the requirements of ISO 45001 and activated in every ACCO Brands EMEA operation. In addition, health and safety training is required at each manufacturing and distribution facility on an annual basis. Required topics include Lockout (Authorized and Effected), Emergency Evacuation, Chemical Safety, Permit Required Confined Space (if applicable), Ergonomics, Hearing Conservation, Personal Protective Equipment, Fall Protection, Electrical Safety and Fire Extinguisher training.

In 2023, ACCO Brands EMEA was proud to receive our 28th consecutive Gold Award from ROSPA, leading again to coveted Patron’s Award.



The Royal Society for the Prevention of Accidents is an organisation dedicated to accident prevention in the U.K. and around the world. programme.

Stay Safe Poster used at ACCO’s operational sites



Working Together the Right Way

Our Code of Conduct is an essential guide to the way we conduct business. This collection of policies, practices and procedures promotes ethical, lawful and transparent behaviour in all aspects of business. The code articulates our values of integrity and respect for others, and our commitment to diversity and responsible behaviours in the communities where we work and live. The Code requires that the conduct of everyone associated with ACCO Brands – employees, officers, directors and third-party agents, including our suppliers and other partners, – is ethical, lawful and respects the human rights and dignity of others.

To ensure that all employees understand and comply with our Code of Conduct, Anti-Corruption and Anti-Bribery Policy, as well as other important policies, we conduct company required training on a regular basis. In EMEA in 2023, 100% of our salaried employees completed online training; 98% of our hourly employees completed facilitator-led sessions at our facilities.

We also encourage employees, officers and directors to actively engage in the detection and prevention of misconduct, including the reporting of such activity to the employee's manager, another manager the employee trusts, the Human Resources department, or the Legal and Compliance department. In addition, we have a telephone-and internet-based reporting system ACCOethics.com that can be accessed on a 24-hour basis and offers an option to share concerns anonymously, where permitted by law. The Company prohibits retaliation against employees for reports made in good faith.



You can see the full ACCO Brands Code of Conduct [here](#):

Feeling Good @ Work! A New Break Area in Sint Niklaas, Belgium

The old canteen area in Sint Niklaas was rather cold and functional. Covid 19 made that worse, with smaller, separated groups of tables and screens! The management team decided to change the space into an inviting and cosy place to take a break or meet with colleagues. Colour and comfy seats were added as well as larger tables where people can sit in groups. In addition, new larger and much better insulated windows were installed, giving more light, a better view and a pleasant ambience and temperature, as well as saving heating emissions of course! The feedback from the staff in Sint Niklaas is very positive, the long tables create a group feeling and the room has a warm and inviting vibe!



Feeling Good and Saving Emissions!

People everywhere are aware that we need to reduce our emissions wherever possible, every contribution counts! When it comes to travel, switching away from cars to train or bike also means more exercise and so provides a health benefit in addition. Our HR team and our sustainability champions look for ways to encourage people to use their car less and walk or bike more! In Poland the team took part in a Worksmile challenge to see how much CO₂ they could save in a month by walking, cycling, scooting, taking public transport, even running 13km into the office! The Worksmile app calculated a saving of 3 460 kg of CO₂ via 1 358 activities done by our employees! But the main achievement is getting people moving, raising awareness and working to change habits over the long term! And of course it is fun to see who manages the most activities!



On Your Bike!

Various ACCO Brands EMEA locations have different offers in place to get our people cycling more often. For example, via subsidized short-term bike renting for moving around a city or through bike leasing schemes. In Germany, all our employees and their partners can elect to lease a bike of their choice as a “company bike” with attractive financial conditions. To date, 23 company bikes are in use in Germany!

Ihr Traumrad – bis zu 40% günstiger!

Ihre Vorteile auf einen Blick.

- 100% freie Wahl aus allen Modellen und Modellen.
- 40% sparen über die Gehaltsbuchung.
- Versicherung für umfangreichen Schutz.
- Flexibel privat und dienstlich nutzen.
- MobilityHub nutzen und Rad digital bestellen.
- Bundesweit mehr als 6.000 Fachhändler.
- Wartung der Verschleißteile und jährl. Inspektion.
- 100% digital abwickeln und verwalten.

Jetzt registrieren und Traumrad aussuchen!
Fragen Sie Ihren Dienstreise-Ansprechpartner nach den Registrierungsaktivitäten und legen Sie sofort los.

Sie haben Fragen? - Kontaktieren Sie uns.
DD Deutsche Dienstrad GmbH
Sven-Wingquist-Straße 2 | 97434 Schweinfurt
Tel. 09721 - 97285-0 | E-Mail: hr@deutsche-dienstrad.de | www.deutsche-dienstrad.de



One of the “company bikes” in Germany!

Diversity & Inclusion

At ACCO Brands, we are committed to creating an environment of fairness and mutual respect where equal employment opportunities are available to all applicants and team members. We believe that a diverse and inclusive work environment is critical to our success as a global company, and our goal is to recruit, develop and retain the most talented people from a diverse candidate pool. We are working hard on achieving our goal of 25% of our management group in EMEA being female. In 2023, we reached 23.3%

The ACCO Women Partnering for Success network was relaunched in 2023 to engage and inspire women at all levels across the company. It is sponsored by ACCO's President and Chief Executive Officer, Tom Tedford. AWPS brings together a diverse mix of successful women to empower, develop and support the continued success of ACCO Brands' female employees by providing programming, education and training, mentorship, networking and philanthropic opportunities. In addition to the global leads, local representatives in each region tailor the activities to local needs. A series of presentations and inspiration features on empowerment have been a part of the initial programme, including the publication of a book of ACCO Brands Women's Stories titled, "Collective Wisdom." This book includes inspiring stories and insights from ACCO Brands women around the globe, who participated and stood up to provide reflections from their amazing journeys.



Derwent Supports Spread a Smile

Spread a Smile brings joy and laughter to seriously ill children in NHS hospitals and hospices across the UK. Through in-person and virtual visits and events, their entertainers – from magicians to musicians, artists, fairies and therapy dogs – enhance wellbeing and help young patients cope with the pain and anxiety of serious illness and hospitalisation. Once a year a family summer party is held with a myriad of activities for sick children to enjoy together with their siblings and families. In 2023, Derwent was proud to support this event attended by over 400 of the children, young people and families they serve, by donating products to help run the arts and crafts sessions. Similarly, products were donated to help fill the Christmas hampers sent out to 1250 seriously ill children and their siblings.



Photo credit: James Mason Photography, Susan Moore

Helping Others

In 2023 the Emilia-Romagna region of Italy was hit by a devastating flood that has deeply affected the lives of many people there. Thousands of people were driven out of their homes, and lives were sadly lost. The ACCO Brands Italy team made donations to support those affected with an extra contribution made by the company, to a total of over €1300.

ACCO Brands Spain participated with the NO SOMOS INVISIBLE foundation in the CERCLE Project, a project that offers personal development to people with severe physical disabilities and cerebral palsy. A variety of Leitz, Derwent and Petrus branded products were donated to the NSI Charity Foundation market, helping to raise over €18 000 all together!



nosomosinvisibles.org

Supply Chain Monitoring

At ACCO Brands EMEA, we have a comprehensive approach to ensuring our whole supply chain is responsibly managed from both a social and an environmental perspective.

ACCO Brands is committed to ensuring that its employees and contract workers are treated with respect and dignity, working conditions in our own facilities as well as our global supply chain are safe, and manufacturing processes are environmentally responsible. We have a [Social Responsibility Policy](#) guided by the international human rights principles encompassed in the Universal Declaration of Human Rights, the International Labor Organization's Declaration on Fundamental Principles and Rights at Work, and the United Nations' Guiding Principles on Business and Human Rights. The core of our Social Responsibility Policy is our [Supplier Code of Conduct](#), which establishes our standards and expectations regarding working conditions, safety, security and environmental responsibility.

Supply Chain Responsibility



Conflict Minerals

ACCO Brands is committed to the responsible sourcing of 3TG, including from the countries covered by the U.S. Conflict Minerals Rule. We encourage our suppliers to respect human rights and source products and components in a socially and environmentally responsible manner. We partner with specialized third-party companies annually to facilitate the collection of required documents to ensure compliance with the policy.

The ACCO Brands Conflict Minerals Policy and Modern Slavery Act Statement can be seen [here](#):



Supply Chain Monitoring

Our Supplier Code of Conduct (see page 47) establishes our standards and expectations regarding working conditions, safety, security and environmental responsibility and forms the core of our Social Responsibility Policy. We conduct annual audits to evaluate our suppliers' compliance with our Supplier Code of Conduct. We have two tiers of supplier audits based on risk and annual financial billing:

- An annual billing of \$100K or more and located in a high-risk country: We conduct an annual audit with follow-ups as needed.
- Under \$100K and located in a high-risk country : We require them to complete a supplier audit questionnaire. Pending results, the supplier also may also be subject to an audit.

We also audit our own manufacturing facilities against these same standards. All audits are conducted by a recognized third party that utilizes standard audit criteria based on industry standards.

ACCO Brands works with its third-party audit firm to establish the scope of audits based on segmentation that focuses on risk, influence, corrective actions and workers' sentiments surveys, which are a critical part of our audit process. If any failures to conform, or "non-conformances," are identified during the audit, we require the supplier to create a corrective action plan and monitor the progress until all major non-conformances are resolved. Our regional compliance experts provide local support to our suppliers with tailored training and coaching on specific social, environmental and governance issues, capacity building, e-learning and sharing best practices



A Worker Sentiment Survey was completed at 67 EMEA suppliers in 2023, almost half at non-audited suppliers thus gathering further vital details on the working conditions at our supplier sites.

See details of the supply chain monitoring on page 49.

Supply Chain Monitoring: Results ACCO Brands EMEA

	Target	2023 Result	Highlights
In-scope suppliers attested to compliance with the ACCO Brands' Supplier Code of Conduct	100%	98%	Some new suppliers missing
Percentage of Priority and Moderate level (>\$100K annual spend) supplier factories audited	100%	93%	73 EMEA suppliers determined to be in-scope for audits in 2023 using a risk-based supplier selection.
Social responsibility audit assessment overall performance	100%	98.6%	98% of all audit checklist points indicated conformance with applicable standards
Priority issue non-conformance rate	0%	0%	Priority non-conformances are defined as the highest severity of non-conformance
Other non-conformance rate	0%	1.4%	All other non-conformances
Suppliers with spend >\$25k with audit or SAQ	100%	90%	Just a few small suppliers with no audit or SAQ, partly on phase out. To be monitored.



ACCO Brands EMEA
—
Sustainable
Development
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Results Summary



ACCO Brands EMEA Sustainability Scorecard 2023: Operational Environmental Impact



	Target 2025	Improvement versus 2019*	2022 Result	2023 Result	Progress
Emissions: Total CO ₂ CO ₂ from Electricity MWh electricity	2 250 T CO ₂ 0 22 830 MWh	-75% -100% -10%	5 432 T CO ₂ 3 319 T CO ₂ 21 167 MWh	3 652 T CO ₂ 1 827 T CO ₂ 19 007 MWh	Further strong progress towards our 2025 zero emissions from electricity goal and the MWh electricity consumption target beaten by almost 17%
Water Consumption: All factories & warehouses	25 345K Litres	-15%	23 885K Litres	20 660K Litres	Target surpassed! 18% improvement versus 2019
Zero Waste In factories & warehouses	98% of total waste recycled	+5pp	92% of total waste recycled	94% of total waste recycled	Programmes in place start to take effect. Some materials remain difficult to recycle
33% of our company car fleet hybrid or electric	33%	Change from 2020: 28pp (from 5.6%)	19%	22.5%	Interest in switching to EVs remains high, practicalities can be difficult to overcome.

* 2019 taken as base year as the Covid 19 pandemic led to inconsistent results in 2020

ACCO Brands EMEA Sustainability Scorecard

2023: Product Environmental Impact



	Target 2025	Improvement versus 2020	Result Base Year	2023 Result	Progress
A Sustainable Choice in every key category	21/21 categories	+11 categories	2020: 10	13	Three additional categories are now offering a more sustainable choice to our customers!
500 Products With min. 30% plastic and min. 30% of plastic is recycled	500 Products	+450	2020: 50	119	Working together with suppliers helps create the required recycled materials, still a long way to go!
Increase revenue from sales of 3 rd party certified products by 10pp	39%	+10pp	2019: 29%	36%	New SCS certification for Kensington products
Sustainably sourced /recycled wood fibres used in manufacturing	100%	+0.7%	99.1%	99.8%	Since the PEFC certification on our Derwent pencils made in Lilyhall, there are very few uncertified, virgin fibre materials left.

ACCO Brands EMEA Sustainability Scorecard 2023: Working Relationships & Social Commitment



	Target 2025	2023 Result	Progress
25% of leadership team (Director+) being women	25%	23.3%	Initiatives are taking effect; steady progress is being made.
Tier 1, non-European OEM suppliers signed up to the ACCO Brands Code of Conduct	100%	98%	A couple of new suppliers are missing.
Percentage of Priority and Moderate level (>\$100k annual spend) supplier factories audited	100%	96%	73 suppliers were defined as being in scope in 2023 as explained on page 48.
Priority issue non conformance rate Other non-conformance rate	0% 0%	0% 2%	Of those suppliers audited, only 2% of audit lines were assessed as non-conforming and improvement plans were agreed on together with the suppliers.
Zero Accidents	0	13	The improvement plan put in place at the end of 2022 took effect! A great improvement on the 2022 result!

TOGETHER we'll make it!

In 2023 we have taken some big steps towards achieving the targets we have set ourselves, which we are very proud of! And that is in turn now motivating us to push hard to achieve more! There is a lot to do, it is often complex and difficult to see the best way forward. But we are inspired by what we have already accomplished and by our many people across the organisation who believe that this work is vital for both our company and for the planet we live on and the people who live on it. It is rarely easy. It costs us time, effort and resources. But it is worth it, and we are ready to invest more! Together, we can achieve more; together we can attain the results we strive for!



The ACCO Brands UK Team with members of the European Leadership Team on the opening of the new ACCO UK office

ACCO Brands EMEA

Sustainable
Development
Report 2023

Additional Information



ACCO Brands EMEA Key Product Categories



Lever arch files
& binders



Staplers & Perforators



Paper pads



Paper shredders



Binding & Lamination



Fine Art Products



Hot desking solutions
/moulded products



Hanging Files &
Presentation folders

ACCO Brands EMEA warehouses



Ergonomic products



Notice boards & Easels



Visual Communication Products



Gaming



Organisation



Manual and Power Tools



Computer Accessories and Security



Wellbeing

ACCO Brands EMEA Locations:

Nine EMEA Factories plus Shanghai:

- Sint Niklaas, Belgium
- Arcos, Portugal
- Lillyhall, U.K.
- Uelzen, Germany
- Gorgonzola, Italy
- Hestra, Sweden
- Lanov, Czech Republic*
- Kozenice, Poland
- Cerkezkoy, Turkey
- Shanghai, China

Seventeen Local Sales Offices:

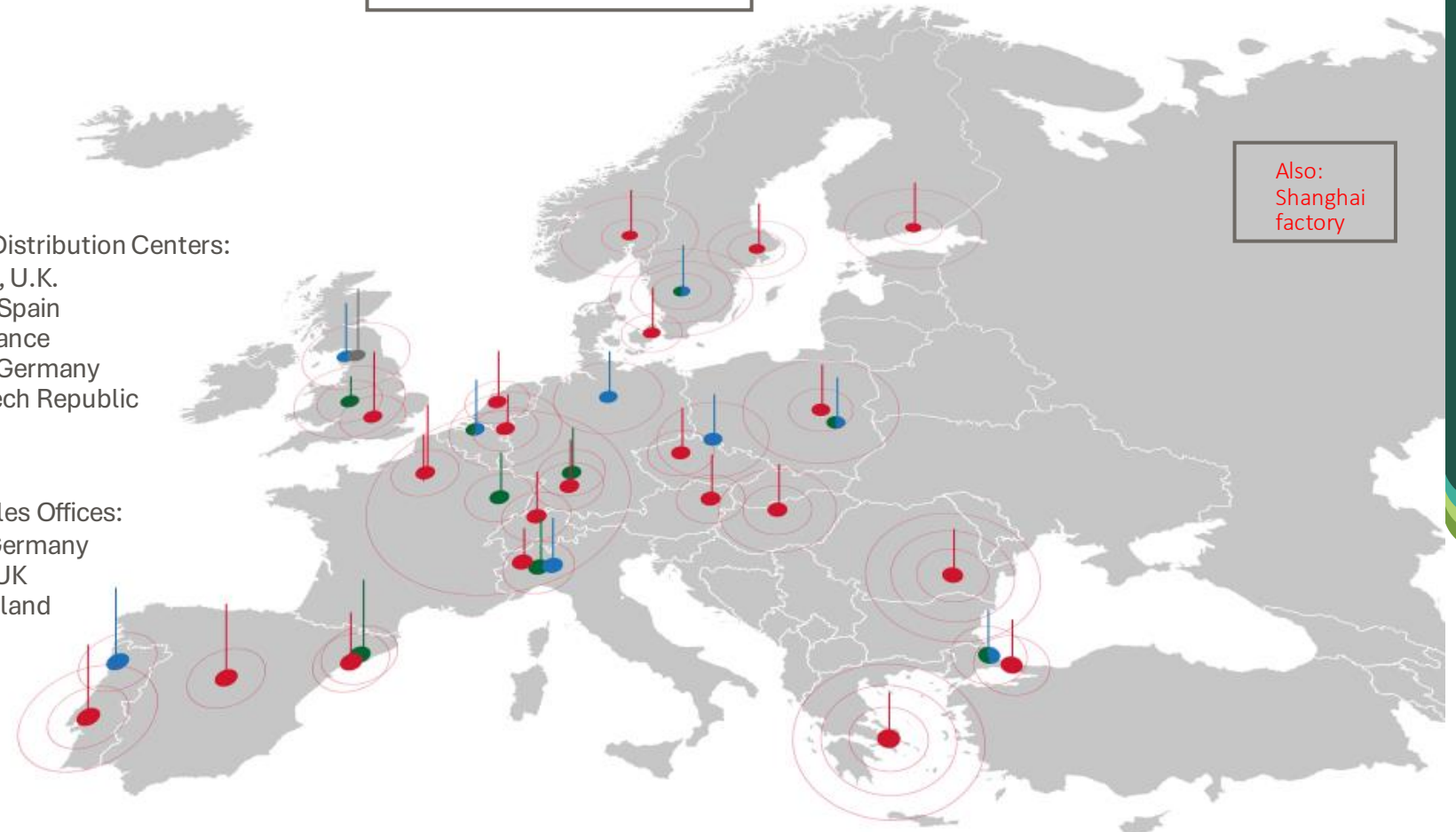
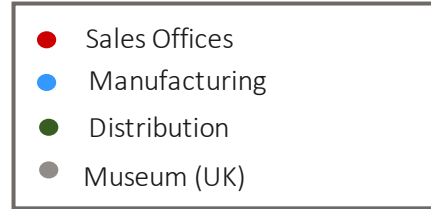
- Leobersdorf, Austria
- Herlev, Denmark
- Helsinki, Finland
- Rueil-Malmaison, France
- Athens, Greece
- Budapest, Hungary
- Worden, Netherlands
- Oslo, Norway
- Lisboa, Portugal
- Bucharest, Romania
- Barcelona, Spain
- Solna, Sweden
- Allschwil, Switzerland
- Istanbul, Turkey

Five Additional Distribution Centers:

- Halesowen, U.K.
- Barcelona, Spain
- St. Amé, France
- Heilbronn, Germany
- Prague, Czech Republic

Three largest Sales Offices:

- Stuttgart, Germany
- Aylesbury, UK
- Warsaw, Poland



ADDITIONAL INFORMATION



* The Lanov facility was closed in May 2023 and volumes were moved to other sites
Data up to this date is included in the reported results

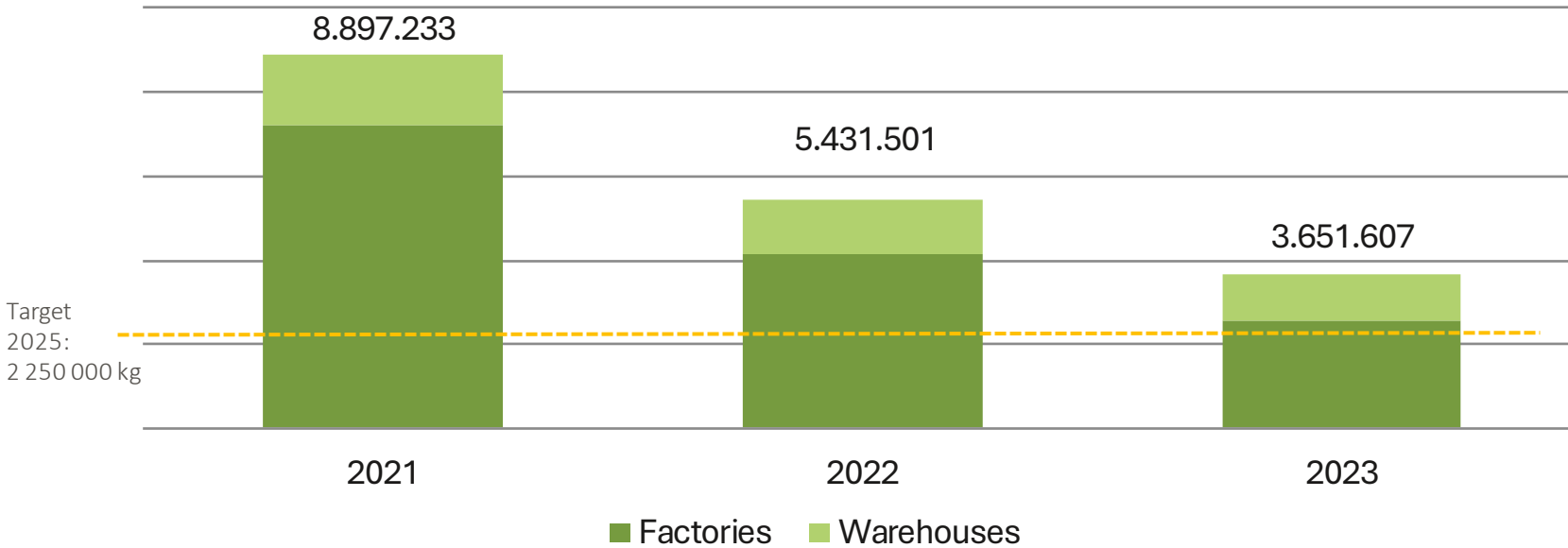
ISO Certifications

ACCO Brands is committed to maintaining internationally recognized quality and environmental standards across all of our EMEA production facilities. As such, they are all (plus the Shanghai facility) ISO 9001 and 14001 certified. In addition, all warehouses and Sales offices in Europe are also certified to these management systems.

All sites in Germany and the UK are also certified to ISO 50001 for Energy Management.



CO₂ Emissions ACCO Brands EMEA: Factories & Warehouses (kg CO₂)

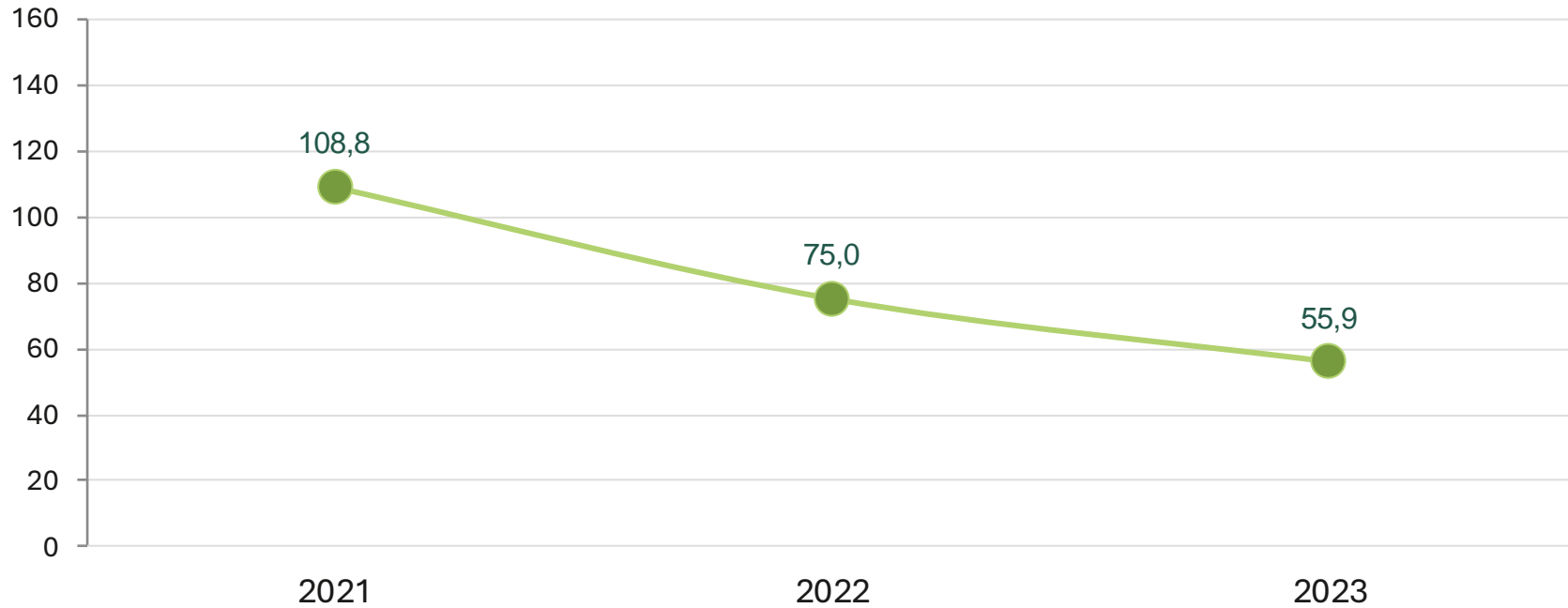


Here emissions caused by our factories and warehouses, in the same format as reported up to 2022, can be seen. We now report emissions on an emissions type scope basis for more clarity (see page 17).

See scope on page 16

2021: HGV fuel for truck owned in UK added makes up ~1.5% of the total
 2019 – 2021: Corrections made for gas consumption in Gorgonzola, Italy and electricity conversion factor in Sint Niklaas, Belgium.
 Totals for 2020 and 2021 now slightly higher than reported at the time.

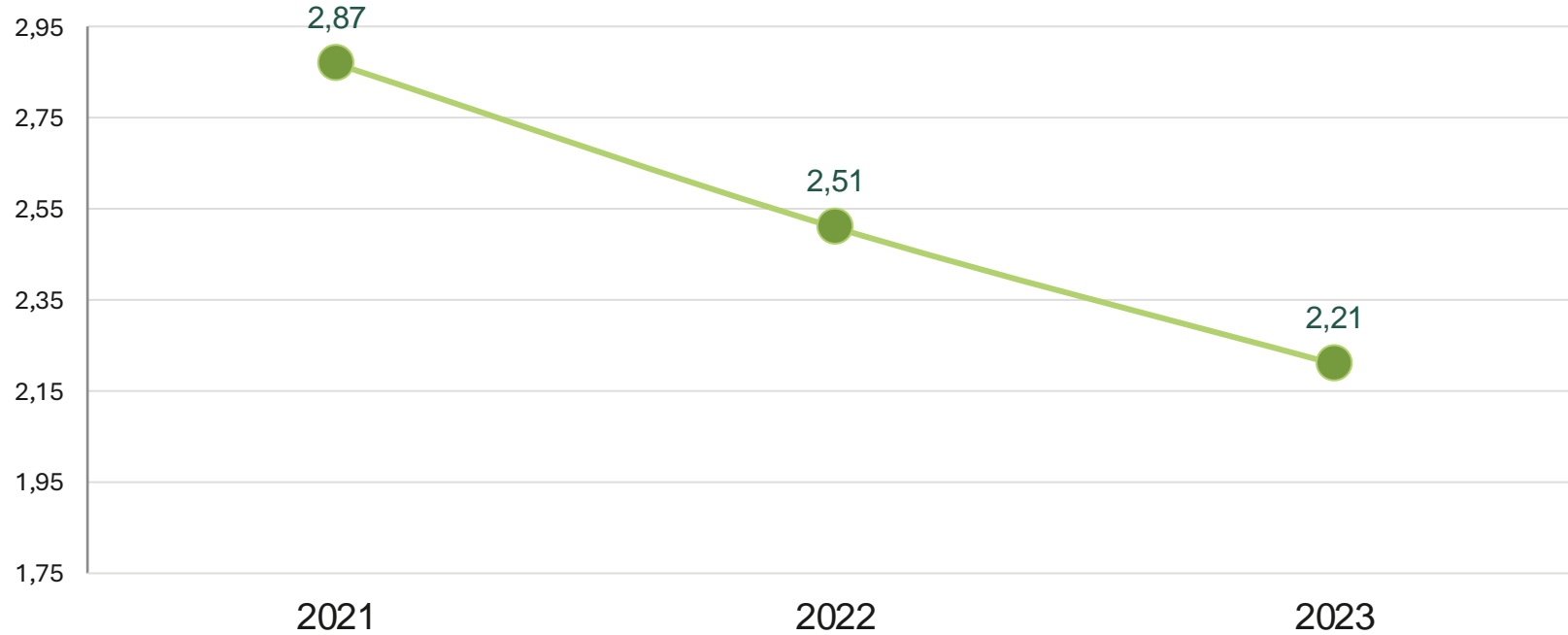
ACCO Brands EMEA Manufacturing CO2 Emissions in kg/tonnes produced



2019 – 2021: Corrections made for gas consumption in Gorgonzola, Italy and the electricity conversion factor in Sint Niklaas, Belgium led to higher results for 2020 and 2021 than reported at the time.

Emissions per tonne produced shows that we are becoming more efficient overall. This result is according to the scope on page 16.

ACCO Brands EMEA Warehouses CO2 Emissions in kg/ m³ shipped



Warehouse energy efficiency is reported in kg CO₂ / m³ shipped. This result is according to the scope on page 16.

2019 – 2021: Corrections made to the electricity conversion factor in Sint Niklaas, Belgium led to higher reported results for 2020 and 2021 than reported at the time.

EMEA Structures and Statistics

ACCO EMEA Board Diversity:

Male	Female
5	2

ACCO EMEA Workforce Diversity:

Male	Female
1 109	810

ACCO EMEA Sustainability Steering Committee:

We host a quarterly meeting to go over current position and plan future projects and goals attended by:

Senior Vice President, Operations
Senior Vice President, Marketing and R&D
Vice President, Operations, Production
Vice President, Procurement
Vice President, Human Resources
Vice President, Innovation and R&D
Sustainability Director, Europe

A More Sustainable Choice in Every Key Category

Category	More Sustainable Choice Available	Done
Lever Arch Files & Accessories	Blue Angel certified, recycled, recyclable, CO ₂ neutral versions	✓
Indices & Dividers	Blue Angel, recycle, climate neutral	✓
Pockets & Folders	Recycled, climate neutral	✓
Document Presentation & Organisation	Blue Angel certified, recycled, climate neutral	✓
Archive boxes & Storing	Recycled, FSC® certified, recyclable	✓
Suspension filing	Blue Angel certified, recycled, climate neutral	✓
Desktop (Moulded)	Blue Angel certified, recycled, climate neutral	✓
Staplers & Pliers	Recycled, recyclable, climate neutral	✓
Staples & staple cartridges	Boxed versions, staples themselves are always recyclable	✓
Hole punches	Recycled, recyclable, climate neutral	✓

Category	More Sustainable Choice Available	Done
Lamination machines & supplies	Not yet	✗
Shredders	Not yet	✗
Whiteboards	Not yet	✗
Connect IT Docks, Hubs, Cables & Adaptors	One docking station containing >50% post-consumer recycled plastic	✓
Control IT Trackball, Mice & Keyboards	Two trackballs containing >50% post-consumer recycled plastic, SCS certified	✓
Ergonomic products	Not yet	✗
Secure IT / Kensington Security	Not yet	✗
Health & Wellness / Air Purifiers	Not yet	✗
Drawing & Writing Instruments	PEFC certified, refillable tins	✓
Stapling guns manual	Spirit of Sweden staple guns with recycled plastic casing.	✓
Tools, staples	Boxed versions are available, but we aim to switch more blister to boxed versions	✗



- A more sustainable choice is a product with notable improvements compared to standard products in points listed in the ACCO Brands Product Philosophy

Healthy and Safe Work Environment

Total Statutory Reportable Accidents at Factories, Warehouses and Sales Offices (all ACCO Brands EMEA locations)

Facilities EMEA	2021	2022	2023
Kozienice, Poland	3	6	6
Uelzen, Germany	3	7	0
St. Niklaas, Belgium	0	1	2
Gorgonzola, Italy	0	2	2
Cerkezkoy, Turkey	0	0	0
Lanov, Czech Republic	1	2	0
Hestra, Sweden	2	2	1
Arcos, Portugal	1	0	0
Lillyhall, U.K.	0	1	0
Shanghai, China	1	0	0

Warehouses / Offices EMEA	2021	2022	2023
Heilbronn, Germany	1	3	1
St. Amé, France	1	1	1
Halesowen, U.K.	0	0	0
Barcelona, Spain	2	0	0
Sales offices	0	0	0
Total Accidents all Sites	15	25	13

UN Sustainable Development Goals

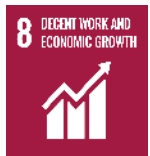
With our actions to lessen our impact on land and air and to improve social conditions in our company and with suppliers, we support some of the United Nations Sustainable Development Goals as listed:



5. Gender Equality

5.5.2 proportion of women in managerial positions

→ See our goal to increase women in management positions, pages 45 and 53.



8. Decent Work & Economic Growth

8.7 Take immediate and effective measures to eradicate forced labour, end modern slavery and human trafficking and secure the prohibition and elimination of the worst forms of child labour, including recruitment and use of child soldiers, and by 2025 end child labour in all its forms

8.8 Protect labour rights and promote safe and secure working environments for all workers, including migrant workers, in particular women migrants, and those in precarious employment

→ See our approach to supply chain responsibility on pages 47-49.



12 Responsible Consumption & Production

12.5. By 2030, substantially reduce waste generation through prevention, reduction, recycling and reuse

12.6 Encourage companies, especially large and transnational companies, to adopt sustainable practices and to integrate sustainability information into their reporting cycle

→ See our actions on waste prevention & recycling, page 26 and our actions to re-use paper and plastics in our products and packaging on pages 30-34 and 37



13 Take urgent action to combat climate change and its impacts

→ Not specific to a UN target but we aim to reduce our emissions to air and monitor our progress. For our climate neutral products, we invested in projects to reduce emissions in different parts of the world. Our goal to reduce emissions from electricity to zero by 2025 is our significant contribution towards achieving this.



15 Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss

15.2 By 2020, promote the implementation of sustainable management of all types of forests, halt deforestation, restore degraded forests and substantially increase afforestation and reforestation globally

15b Mobilize significant resources from all sources and at all levels to finance sustainable forest management and provide adequate incentives to developing countries to advance such management, including for conservation and reforestation

→ See our FSC® and PEFC certifications and our efforts to use recycled & responsibly sourced paper & wood on pages 36 & 37.

Climate Compensated Products

The carbon footprints of our climate compensated products have been carefully assessed and measured by Climate Partner with a “Cradle to grave” approach. Here, emissions were taken into account according to the following lifecycle stages: Extraction and pre-processing of raw materials and packaging, production, supply of the product up to the customer’s factory gates, use phase as well as any relevant disposal emissions for the product and its packaging.

Where possible, primary data was used. Where this was not possible, secondary data was gathered from recognised sources. The underlying emission factors are derived from international databases, such as ecoinvent or GEMIS. All greenhouse gases were taken into account for the calculation and are represented in carbon dioxide equivalents (CO₂e) for improved legibility and comparability. Emissions that could not be directly attributed to the product but were required for production, such as employee commuting or business travel, were also included in the calculation as “general emissions”.

The compensated products are tracked on the listed web pages by brand. These pages show the amounts compensated and the projects supported in more detail.

Carrying out the product carbon footprints for all these products (total 217) has helped us to start to understand the CO₂e impact of some of our ranges of products and we are building on this to learn more about further product ranges.

Leitz:



Esselte:



Rapid:



Bene:

