



SELF-DISCLOSURE FORM FOR SUPPLY PARTNERS

based on the Code of Conduct
of the German Textile and Fashion Economy

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This model self-disclosure form was drafted on the basis of the **Code of Conduct of the German Textile and Fashion Economy** (Code of Conduct) and shall serve as an accompanying instrument to support companies in implementing the requirements of this code. Background information and explanatory notes to the self-disclosure form are listed in the Appendix. (Last updated: December 2022)

Self-Disclosure Form for Supply Partners

1. General Information	
1.1 Company Data	
Name & legal form:	<input type="text"/>
Address (head office):	<input type="text"/>
Identification:	
VAT (identification) number:	<input type="text"/>
Commercial register number:	<input type="text"/>
Other Identification:	<input type="text"/>
For affiliated companies/corporate groups:	
Parent company name:	<input type="text"/>
Address (head office):	<input type="text"/>
Supply Partner number (if applicable):	<input type="text"/>
What goods or services does your company offer/provide to us?	
<input type="checkbox"/> Supply of goods (products or raw materials)	
Please specify:	<input type="text"/>
<input type="checkbox"/> Provision of services	
Please specify:	<input type="text"/>
Business establishment:	
Please indicate the location of the business establishments of your company (or, if applicable, those of your subcontractors) involved in the provision of the goods or services as described above.	
1. Business establishment:	<input type="text"/>
	<input type="checkbox"/> Production site <input type="checkbox"/> Warehouse
2. Business establishment:	<input type="text"/>
	<input type="checkbox"/> Production site <input type="checkbox"/> Warehouse
3. Business establishment:	<input type="text"/>
	<input type="checkbox"/> Production site <input type="checkbox"/> Warehouse
Number of employees	
<input type="checkbox"/> 0 – 49	
<input type="checkbox"/> 50 – 149	
<input type="checkbox"/> 150 – 249	
<input type="checkbox"/> 250 – 499	
<input type="checkbox"/> 500 – 999	
<input type="checkbox"/> 1000 +	

Turnover in the last fiscal year (€)

- Up to 12 million
 Up to 40 million
 Up to 150 million
 Over 150 million

Fiscal year (please state):

1.2 Contact Details

Self-disclosure form completed by:

Name:

Position/function:

Email:

Phone:

2. Corporate Management

2.1 Internal Guidelines/Regulations

Does your company have internal guidelines or regulations (e.g. codes of conduct or other company policies) on social, environmental and ethical standards, including implementation requirements?

2.1.1 No*

**Please continue with Question 2.4.*

2.1.2 Yes (please indicate/select all that apply):

2.1.2.1 Code of Conduct of the German Textile and Fashion Economy

2.1.2.2 Code of conduct or other binding guidelines from other associations or initiatives**, namely:

2.1.2.3 Company-specific guidelines and regulations**

***Please attach supporting documents and/or provide a link for retrieving the information here:*

2.2 Training

Does your company organise training on these guidelines or regulations?

2.2.1 No

2.2.2 Yes (please indicate/select all that apply):

2.2.2.1 We train our employees in the form of workshops, seminars, online-courses, etc.

2.2.2.2 We train our employees by providing information in the form of brochures, guides, etc.

2.2.2.3 We also provide our supply partners with training, if required.

2.2.2.4 Other (please describe/explain briefly):

2.3 Responsibilities at the Company

Who is responsible for the implementation of social, environmental and ethical standards at your company?

2.3.1 The person named in Sec. 1.2

2.3.2 If different from Sec. 1.2: The following persons are responsible (please indicate/select all that apply):

- | | | |
|--------------------|----------------------|---|
| (1) Name: | <input type="text"/> | <input type="checkbox"/> Social standards |
| Position/function: | <input type="text"/> | <input type="checkbox"/> Ecological standards |
| | | <input type="checkbox"/> Ethical standards |
| (2) Name: | <input type="text"/> | <input type="checkbox"/> Social standards |
| Position/function: | <input type="text"/> | <input type="checkbox"/> Ecological standards |
| | | <input type="checkbox"/> Ethical standards |
| (3) Name: | <input type="text"/> | <input type="checkbox"/> Social standards |
| Position/function: | <input type="text"/> | <input type="checkbox"/> Ecological standards |
| | | <input type="checkbox"/> Ethical standards |

2.4 Whistleblower System

Does your company have a whistleblower system in place?

2.4.1 No

2.4.2 Yes*, we maintain a whistleblower system that is open for

2.4.2.1 our employees only.

2.4.2.2 every person or organisation (all potential whistleblowers).

**Please provide here a brief description of and/or a link to the whistleblower system:*

2.5 CSR/Sustainability Reporting

Does your company publish a report covering social, environmental and/or ethical aspects? (CSR/sustainability reporting)

2.5.1 No

2.5.2 Yes* (please indicate/select all that apply):

2.5.2.1 According to the following reporting standards/guidelines:

2.5.2.2 Not according to any standard

2.5.2.3 By fulfilling the following statutory reporting obligation:

2.5.2.4 Reporting has been reviewed/verified by a third party*

Remarks:

**Please attach supporting documents and/or provide a link here for retrieving the report:*

3. Social Standards (Human Rights, Labour Standards)

3.1 German Act on Corporate Due Diligence Obligations in Supply Chains (LkSG)

Is your company obliged to comply with (human rights and environmental) due diligence obligations under the German Act on Corporate Due Diligence Obligations in Supply Chains (LkSG)?*

3.1.1 No
3.1.2 Yes

**Please take note of the information provided in the explanatory notes.*

3.2 Management System (for Implementing Social Standards)

Does your company have one or more management systems in place for implementing social standards?

3.2.1 No
3.2.2 Yes*:

3.2.2.1 We have a certified management system in place (please indicate):

(1) Description/standard:
Name of certifying/awarding body:
Number and validity date of the certificate:

(2) Description/standard:
Name of certifying/awarding body:
Number and validity date of the certificate:

Remarks:

3.2.2.2 We have a non-certified management system in place (please provide details):

**Please attach supporting documents and/or provide a link here for retrieving the information:*

3.3 Social/CSR Audits

Has your company been audited in the last two years to verify compliance with human rights and/or labour standards?

3.3.1 No
3.3.2 Yes* (please provide details):

**Please attach supporting documents and/or provide a link here for retrieving the information:*

3.4 Measures in Supply Chains

Does your company have policies, procedures and other measures in place to implement social standards towards your supply partners or in your supply chains?

3.4.1 No

3.4.2 Yes (please indicate/select all that apply):

Risk analyses of our supply chains, including the following tiers:

- Tier 1 (supply partner)
- Tier 2
- Tier 3 and beyond

Preventive measures:

We have policies (e.g. Supplier Code of Conduct or other comparable guidelines) in place that formulate our expectations concerning social (and, where applicable, environmental) standards towards our supply partners*.

We obtain contractual assurances of compliance with our social (and, where applicable, environmental) standards from our supply partners.

Our supply partners are selected on the basis of social (and, where applicable, environmental) criteria.

We require our supply partners to submit certificates as proof of compliance with social (and, where applicable, environmental) standards, namely:

We have our supply partners audited (either by ourselves or by external auditors)*.

We are engaged in the following established initiative that works to improve social (and, where appropriate, environmental) conditions in supply chains*:

Other preventive measures (please indicate/provide details)*:

Grievance mechanism*:

We have a grievance mechanism

at corporate/operational level.

by participating in the following external grievance mechanisms (please indicate):

Other measures or remarks* (please indicate):

**Please attach supporting documents and/or provide a link here for retrieving the information:*

4. Environmental Standards

4.1 Environmental Management System

Does your company have an environmental management system in place?

4.1.1 No

4.1.2 Yes*:

4.1.2.1 We have a certified environmental management system in place (please indicate):

Description/standard:

Name of certifying/awarding body:

Number and validity date of the certificate:

Remarks:

4.1.2.2 We have a non-certified environmental management system in place (please provide details):

**Please attach supporting documents and/or provide a link here for retrieving the information:*

4.2 Environmental Performance

Does your company have policies, targets and other measures in place to continuously measure and improve its environmental performance?

4.2.1 No

4.2.2 Yes*, these cover the following topics/objectives:

4.2.2.1 Corresponds to the information in Sec. 2.1

4.2.2.2 If different from Sec. 2.1, please indicate/select all that apply*:

- Compliance with applicable legal requirements and recognised standards for environmental and climate protection (including regular audits).
- Handling of hazardous substances and other chemicals
- Handling of waste including disposal, reduction and avoidance
- Measures to reduce emissions stemming from operations (wastewater, exhaust air, noise, greenhouse gases, etc.)
- Measures to conserve natural resources (e.g. conservation of water, chemicals and other raw materials).
- Use/promotion of recycling and other climate and environmentally friendly technologies, processes, raw materials or products
- Animal welfare and biological diversity
- Other:

**Please attach supporting documents and/or provide a link here for retrieving the information:*

4.3 Measures in Supply Chains

Does your company have policies, procedures and other measures in place to implement environmental standards towards your supply partners or in your supply chains?

4.3.1 No

4.3.2 Yes

4.3.2.1 Measures correspond to the information provided in Sec. 3.4.2

4.3.2.2 If different, please indicate/select all measures that apply:

Risk analyses of our supply chains, including the following tiers:

- Tier 1 (supply)
- Tier 2
- Tier 3 and beyond

Preventive measures:

- We have policies (e.g. Supplier Code of Conduct or other comparable guidelines) in place that formulate our expectations concerning environmental standards towards our supply partners*.
- We obtain contractual assurances of compliance with our environmental standards from our supply partners.
- Our supply partners are selected on the basis of environmental criteria.
- We require our supply partners to submit certificates as proof of their compliance with environmental requirements, namely:
- We have our supply partners audited (either by ourselves or by external auditors)*.
- We are engaged in the following established initiative that works to improve environmental conditions in supply chains*:
- Other preventive measures (please detail)*:

Other measures or remarks (please indicate):

**Please attach supporting documents and/or provide a link here for retrieving the information:*

4.4 Energy Management System

Does your company have an energy management system in place?

4.4.1 No

4.4.2 Yes*

4.4.2.1 We have a certified energy management system in place (please indicate):

Description/standard:

Name of certifying/awarding body:

Number and validity date of the certificate:

Remarks:

4.4.2.2 We have a non-certified energy management system in place (please provide details):

--

**Please attach supporting documents and/or provide a link here for retrieving the information:*

--

4.5 Energy Efficiency Requirements and the Promotion of Green or Renewable Energy

Does your company have policies, targets and other measures in place for improving energy efficiency and/or increasing the share of green or renewable energies at your company locations?

4.5.1 No

4.5.2 Yes, namely:

4.5.2.1 Corresponds to the information in Sec. 2.1

4.5.2.2 Corresponds to the information in Sec. 4.2.2

4.5.2.3 If different, please indicate/provide details*:

--

**Please attach supporting documents and/or provide a link here for retrieving the information:*

--

4.6 Carbon Footprint

Does your company measure CO₂ emissions (carbon footprint)?

4.6.1 No

4.6.2 Yes* (please indicate/select all that apply):

4.6.2.1 Carbon footprint of our company/company locations (Corporate Carbon Footprint – CCF)

4.6.2.2 Carbon footprint of the following products (Product Carbon Footprint – PCF):

--

Remarks:

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**Please attach supporting documents and/or provide a link here for retrieving the information:*

--

5. Ethical Standards/Compliance

5.1 Policies/Guidelines on Ethical Standards/Compliance

Does your company have policies/guidelines on ethical standards and compliance?

5.1.1 No

5.1.2 Yes, these cover the following topics:

5.1.2.1 Corresponds to the information in Sec. 2.1

5.1.2.2 If different from Sec. 2.1, please indicate/select all that apply*:

- Corruption and bribery
- Trade control (e.g. export/import control law)
- Money laundering
- Fair competition
- Personal data (data protection)
- Trade secrets
- Intellectual property rights
- Consumer interests
- Product quality and safety
- Misc.:

**Please attach supporting documents and/or provide a link here for retrieving the information:*

5.2 Quality Management

Does your company have a quality management system in place?

5.2.1 No

5.2.2 Yes*:

5.2.2.1 We have a certified quality management system in place, namely:

Description/standard:

Name of certifying/awarding body:

Number and validity date of the certificate:

<input type="text"/>
<input type="text"/>
<input type="text"/>

Remarks:

5.2.2.2 We have a non-certified quality management system in place (please provide details):

**Please attach supporting documents and/or provide a link here for retrieving the information:*

5.3 Quality Audits

Does your company conduct regular internal assessments and audits to ensure the quality/safety of the products or services offered?

5.3.1 No

5.3.2 Yes* (please indicate/select all that apply):

5.3.2.1 Process/procedure audits

5.3.2.2 Product/service audits

5.3.2.3 System audits (management system)

5.3.2.4 Misc.:

**Please attach supporting documents and/or provide a link here for retrieving the information:*

6. Additional Information/Documents

Would you like to provide any additional information or further documents? If these relate to specific questions/topics addressed in this self-disclosure form, please indicate the relevant section and if required provide details:

6.1 No, I do not want to provide any additional

6.2 Yes, I would like to

6.2.1 add the following information:

6.2.2 attach the following documents:

Appendix

Background Information

Below you will find key background information on the self-disclosure form and the Code of Conduct of the German Textile and Fashion Economy (FAQ):

What is the Code of Conduct of the German Textile and Fashion Economy (Code of Conduct)?

The Code of Conduct is a joint non-binding recommendation by the German Confederation of the German Textile and Fashion Industry (textil+mode) and the German Retail Federation (HDE) and is designed to promote a shared basic understanding of socially responsible corporate governance in the German textile and fashion industry and contribute to fair and economically, socially and environmentally sustainable supply chains in the sectors.

The contents of the Code of Conduct are based on internationally established standards such as the frameworks of the United Nations, the ILO and the OECD and on other (legal and non-legal) standards recognised and practiced in the German textile and fashion industry, with special consideration for the concerns of small and medium-sized enterprises.

This includes in particular the following social, environmental and ethical standards:

1. *Human rights and labour standards (social standards)*: respect for internationally recognised human rights and labour standards, in particular:
 - Prohibition of child labour and protection of young workers
 - Prohibition of forced or compulsory labour
 - Prohibition of discrimination in employment
 - Respect for freedom of association and assembly
 - Health and safety at work
2. *Environmental responsibility (environmental standards)*: compliance with applicable legal requirements and recognised standards for environmental and climate protection, in particular:
 - Measures to continuously improve environmental and climate performances, including energy efficiency
 - Respect for the principles of animal welfare and the conservation of biological diversity
3. *Ethical business and compliance (ethical standards)*: commitment to and orientation of entrepreneurial actions towards generally recognised ethical values and principles, including compliance with applicable laws and other rules that are binding for the company (compliance), in particular:
 - Prevention of corruption and bribery
 - Compliance with trade control regulations (especially export/import control laws, including economic sanctions).
 - Prevention of money laundering
 - Commitment to fair competition (compliance with antitrust law and the law on fair trading practices)
 - Protection of and respect for personal data, trade secrets and intellectual property rights
 - Consumer interests, including product safety

The Code of Conduct also contains the expectation that supply partners should orient themselves towards the contents of the Code of Conduct or apply other guidelines that contain comparable requirements and make appropriate efforts to implement them. This also includes that the supply partner in turn calls upon their contractual partners to comply with this expectation.

What are the advantages of the self-disclosure form?

Companies that apply the Code of Conduct have entered into a voluntary commitment to identify their supply partners and verify their compliance with the expectations set out in the Code of Conduct. This model self-disclosure form is designed to support companies in this process by asking for the relevant information.

The Code of Conduct is based on (sustainability) standards that are recognised and practiced in the German textile and fashion industry, including requirements arising from legal regulations (e. g. the German Act on Corporate Due Diligence Obligations in Supply Chains – LkSG) or from social and political expectations such as the United Nations Guiding Principles on Business and Human Rights. Therefore, this self-disclosure form can also be used as a tool for self-assessment or as a benchmark to compare the status of the company's own efforts to implement these standards. It can also be shared in advance with the prospective contractual partner to facilitate and accelerate business transactions.

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What particular attention does need to be paid to when asking supply partners to fill out this self-disclosure form?

Requesting supply partners for information should always be in a reasonable manner and on the basis of a risk assessment. In this regard, this self-disclosure form does not contain any specifications for evaluating the information provided by the supplier. This evaluation is the sole responsibility of the company requesting the self-disclosure, taking into account the company's own individual risk assessment.

In general, socially responsible corporate governance is based on voluntary commitment and sustainable, long-term goals and processes. Against this background, this self-disclosure form should neither be construed nor used as a means of exerting pressure or imposing penalties. Rather, it should help to elicit true information and assess the status of the supply partner's social, ecological and ethical responsibility. Any deficits should be identified and internalised primarily as an incentive for (possible shared) efforts to improve. This applies in particular to small and medium-sized business partners.

Who is permitted to use the self-disclosure form?

The self-disclosure form and the English language version here are free to use by all companies.

Is the self-disclosure subject to updates?

The self-disclosure form will be reviewed on a regular basis and amended if necessary, i.e. to adapt to new legal situations or to reflect other relevant developments in the German textile and fashion industry.

Explanatory Notes

1.1 Company Data

Supply partners:

"Supply partner" refers to all contractual partners that supply or provide the company asking for the self-disclosure with goods or services respectively.

Identification:

Indication of the ID numbers serves to clearly identify the supply partner. Only applicable/existing ID numbers should be indicated. If relevant, other ID numbers, in particular those used in international business transactions, can be indicated under "Other", e. g. DUNS (Data Universal Numbering System) of Dun & Bradstreet: "123456789 (DUNS)".

Business establishment:

"Business establishments" are defined as production sites or warehouses of the supply partner (or, if applicable, those of its subcontractor) which are actively and not merely marginally involved in the provision of the agreed/offered goods or services. Additional business establishments can be added in Sec. 6.

Employees & turnover:

The information provided on size classes serves to better classify the supply partner, and in particular to make it easier to understand the suitability of the supply partner's measures for complying with social, ecological and ethical requirements.

- *Number of employees:* The number of employees generally employed by the company (worldwide; for corporate groups: group-wide), including part-time and temporary employees.
- *Turnover:* To be indicated is the net turnover achieved by the company in the last fiscal year for which annual financial statements have been drawn up.

2.1 Internal Guidelines/Regulations

Guidelines and regulations:

Guidelines and regulations at the company can take different formats and have different names (code of conduct, guidelines, policies, etc.). It is only important, however, that the company management has adopted the corresponding guidelines and that they are binding for the company and its employees. In terms of content, they should – based on the Code of Conduct of the German Textile and Fashion Economy – address the following topics (considered as minimum standards):

Social standards: Social standards should at least address consideration for internationally recognised human rights and the observation of labour standards as set out in the ILO Declaration on Fundamental Principles and Rights at Work and its follow-up measures from 1998 in conjunction with core labour standards. Accordingly, the social requirements should contain the following at a minimum:

- Respect for internationally recognized human rights
- Prohibition of child labour and protection of young workers
- Prohibition of forced or compulsory labour
- Prohibition of discrimination
- Respect for freedom of association and assembly
- Health and safety at work

Environmental standards: Environmental standards should at least address compliance with prevailing legal requirements and recognized standards for the protection of the environment and the climate, as well as efforts to continuously improve environmental and climate performance. This includes, for example, the use of appropriate environmental and energy management systems.

It is recommended that the regulations also address the following topics which are considered as particularly relevant to the sectors in the German textile and fashion industry:

- Responsible handling of hazardous substances and other chemicals
- Responsible handling of waste, including its disposal
- Efforts to reduce emissions stemming from operational processes (wastewater, exhaust air, noise, greenhouse gases, etc.)
- Conservation of natural resources (e.g. conservation of water, chemicals and other raw materials).
- Promotion of the use of recycling and other climate and environmentally friendly technologies, processes, raw materials and products
- Efforts to increase energy efficiency and the share of green or renewable energies
- Commitment and measures to improve the welfare of animals and the protection of biological diversity

Ethical standards: The ethical standards should include requirements for ethical business conduct, which is understood to mean the orientation of business activities towards generally recognised ethical values and principles, including compliance with relevant laws and other policies and regulations that are binding for the company.

It is also recommended that the guidelines explicitly address the following topics:

- Rejection/prevention of corruption & bribery
- Compliance with provisions in the area of trade control (esp. export/import control laws, incl. economic sanctions).
- Prevention of money laundering
- Commitment to fair competition (compliance with antitrust law and the law on fair trading practices)
- Protection of and respect for personal data, trade secrets and intellectual property rights
- Safeguarding of consumer interests
- Product quality/safety

Implementation: The implementation aspects should include at least basic requirements for the implementation of and compliance with the social, environmental and ethical standards. This includes the establishment of appropriate measures and processes for the continuous implementation of the requirements (risk management), including:

- Definition of internal responsibilities for implementation
- Regular information from the senior management about the work performed by the persons and bodies responsible for implementation/compliance
- Appropriate risk-based review and assessment of the company's business activities and those of its supply partners
- Whistleblowing systems for the company's own employees and other potential whistleblowers
- Appropriate follow-up measures in the event of breaches of the guidelines and regulations, in particular in the sense of remedial action and prevention
- Continuous documentation and evaluation of the measures and processes

2.3 Responsibilities at the Company

Persons responsible at the company:

The persons responsible for the implementation of the social, environmental and ethical standards in the company need to be indicated. In principle, responsibility for this lies with the senior management, but can be delegated to other persons within the company, e.g. to a certain manager or other (senior) employee with appropriate decision-making authority.

Sec. 2.3.1 needs to be checked if the person responsible is the same person who completed the self-disclosure form. In all other cases, the information under 2.3.2 is to be completed.

2.4 Whistleblower System

A **whistleblower system** allows for confidential (or anonymous) reporting of possible violations of legal provisions or company policies through internal or external reporting channels and the subsequent initiation of follow-up measures. It is recommended that whistleblower systems are open to all potential whistleblowers. It should also provide appropriate protection against reprisals.

Statutory provisions governing the conditions and requirements for establishing reporting channels and taking follow-up actions are formulated in [Directive \(EU\) 2019/1937](#) and the corresponding national implementing laws.

2.5 CSR/Sustainability Reporting

In a CSR or sustainability report, companies inform their stakeholders and the interested public about the social (e.g. human rights, labour standards), environmental (e.g. environmental and climate topics) and/or ethical aspects or developments that are material to their business, including current challenges and objectives, and how which measures will be taken to achieve these.

Reporting can be voluntary or based on a legal reporting obligation (e.g. according to the German Act on Corporate Due Diligence Obligations in Supply Chains (LkSG), EU-Corporate Sustainability Reporting Directive (CSRD)) and can be incorporated into other reports (e.g. annual report).

Examples of (voluntary) standards and guidelines for CSR/sustainability reporting:

- Global Reporting Initiative (GRI) standards
- Sustainability Accounting Standards Board (SASB)
- European Sustainability Reporting Standards (ESRS)
- European Commission guidelines for reporting non-financial information (2017/C215/01)
- UN Global Compact (Communication on Progress/CoP)
- German Sustainability Code (DNK)
- German Partnership for Sustainable Textiles (Review Report)

Information on reports currently at the drafting stage can be added at "remarks".

3.1 German Act on Corporate Due Diligence Obligations in Supply Chains (LkSG)

With supply partners subject to the German [Act on Corporate Due Diligence Obligations in Supply Chains \(LkSG\)](#), the surveying company can generally be confident that they comply with their due diligence obligations under the LkSG, i.e. that, in particular, they have appropriate risk management and other operational measures in place to implement social standards (human rights and labour standards) in their supply chains.

In this case, the supply partner may refrain from answering questions 3.2 to 3.4 in the following.

Background information on the LkSG:

The LkSG applies to companies

1. that have their headquarters, principal place of business, administrative headquarters or registered office or a branch office (Section 13d German Commercial Code (HGB)) in Germany
2. and generally employ at least 3,000 (from 01/01/2024: 1,000) employees.

The companies referred to above are under an obligation to comply with human rights and environmental due diligence obligations in their supply chains in an appropriate manner. Compliance is subject to regulatory control.

“Supply chain” refers to all products and services from a company and includes all steps both domestically and abroad that are required to manufacture the products or provide the services (from the extraction of raw materials to delivery to the end customer) and covers the actions by a company “in its own line of business”, the “direct supplier” (contractual partner, Tier 1) and “indirect supplier” (Tier 2 and beyond).

The due diligence obligations to be fulfilled in an appropriate manner include, among other things, the establishment and implementation of an effective system of risk management, including regularly performing risk analyses, implementing preventive measures, taking remedial measures and establishing complaints procedures.

These measures are to be extended to indirect suppliers as far as factual indications are available to the company that make a violation of a human rights or environmental obligations by indirect suppliers appear possible (substantiated knowledge).

The measures also need to be documented on an ongoing basis within the company, which means that the companies concerned have to publish an annual report addressing the fulfilment of their due diligence obligations.

Further information on the LkSG and the due diligence requirements is available on the German Federal Office for Economic Affairs and Export Control (BAFA) [website](#).

3.2 Management System (for Implementing Social Standards)

Examples of standards and certification schemes:

Social responsibility:

- ISO 26000 (guidance on social responsibility)
- SA8000 (management system for social responsibility)
- Green Button
- OEKO-TEX® STeP

Health and safety at work:

- ISO 45001 (occupational health and safety)

Non-certified management systems can be indicated under Sec. 3.2.2.2, e.g. “Occupational health and safety management based on ISO 45001”.

Additional management systems can be added in Sec. 6.

3.4 Measures in Supply Chains

Preventive Measures:

Supplier selection subject to the evaluation of social performance criteria:

Identification and evaluation of the supply partner based on self-disclosure and/or other sources of information, if applicable, before entering into a business relationship.

Initiatives:

Examples of (corporate and multi-stakeholder) initiatives to improve social and environmental conditions:

- German Partnership for Sustainable Textiles (Textile Partnership)
- Cooperation for assuring defined standards for shoe and leather goods production (cads)
- amfori Business Social Compliance Initiative
- FairWear
- Fair Labor Association (FLA)

Further preventive measures and procedures at the company can be indicated under "**Other preventive measures**", which have been implemented to prevent any risks identified or implement social (and, if applicable, environmental) standards, e. g.:

- Issue of a policy statement on human rights and, if applicable, environmental aspects (especially goals, strategies)
- Adapted procurement strategy and purchasing practices to prevent and minimize certain risks
- Contractual assurance by the supply partners to pass on the social/environmental requirements to their supply partners, e.g. by means of "pass-on clauses", declarations of commitment, etc.
- Training of suppliers.
- Stakeholder dialogue

Grievance mechanisms:

In line with the *UN Guiding Principles on Business and Human Rights* (UNGP), grievance mechanisms take the form of non-governmental, extra-judicial procedures through which potentially aggrieved parties can raise concerns about (possible) adverse human rights impacts caused by a company's business activities and seek redress. Companies can set up mechanisms of this kind at company/operational level (*operational-level grievance mechanism*) and/or participate in external grievance mechanisms, such as those established by initiatives in their sector. Grievance mechanisms can form part of a company's internal whistleblower system (see Sec. 2.4). In any case, grievance mechanisms should fulfil the UNGP's criteria for effectiveness (Principle 31) or be oriented towards the requirements of the German Act on Corporate Due Diligence Obligations in Supply Chains (LkSG) (§ 8 LkSG).

Other Measures or Remarks: Here you can add remarks or, if relevant, further measures and procedures to ensure compliance with social standards, e.g. remedial actions.

4.1 Environmental Management System

An environmental management system is an instrument for the targeted reduction of negative environmental impacts of a company by recording and describing the company's organisational structure and process and their continuous improvement.

Examples of standards and certification schemes (not exhaustive):

- ISO 14001 (environmental management systems)
- Eco Management and Audit Scheme (EMAS)
- BS/EN/ISO 14006 (environmental management systems. Guidelines for incorporating ecodesign)
- OEKO-TEX® STeP

Non-certified environmental management systems can be indicated under Sec. 4.1.2.2, e. g. "*Environmental management based on ISO 14001*".

Additional management systems can be added in Sec. 6.

4.3 Measures in Supply Chains

Measures for implementing environmental standards towards supply partners or in the underlying supply chains often overlap with the measures for social standards. Provided that the measures correspond to the information in Sec. 3.4.2, this can be confirmed by checking Sec. 4.3.3. In all other cases, and especially in the case of differences, Sec. 4.3.4 should be completed accordingly. In all other cases, the explanations regarding Sec. 3.4.2 apply accordingly.

4.4 Energy Management System

Examples of standards and certification schemes:

- ISO 50001 (energy management systems)
- Eco Management and Audit Scheme (EMAS)
- EN 16247-1 (energy audit)

Non-certified energy management systems can be indicated under Sec. 4.4.2.2, e. g. "*Energy management based on ISO 50001*".

Additional management systems can be added in Sec. 6.

4.6 Carbon Footprint

The carbon footprint indicates the amount of CO₂ emissions caused by a company. CO₂ emissions can be recorded and offset specific to the company (Corporate Carbon Footprint - CCF, see Sec. 4.6.2.1) and/or specific to certain products (Product Carbon Footprint - PCF, see Sec. 4.6.2.2).

Under "Remarks", further details of the CO₂ offsetting can be given (standard/applied method of offsetting, scope of CO₂ footprint, etc.) and any other relevant references reported, e. g. records that have been initiated but not yet completed.

Examples of standards and methods for measuring greenhouse gas emissions:

- Greenhouse Gas Protocol (GHG)
- ISO 14064, 14067
- PAS 2050
- Product Environmental Footprint (PEF)

5.2 Quality Management

Examples of standards and certification schemes:

- ISO 9001
- IATF 16949
- OEKO-TEX® STeP

Non-certified quality management systems can be indicated under Sec. 5.2.2.2, e. g. "*Quality management based on ISO 9001*".

Additional management systems can be added in Sec. 6.

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