

RM GROUP AG

YEAR 2023



CSR REPORT 2023



GOING THE EXTRA MILE

A MESSAGE FROM THE CHAIR

As CEO of our company, I am proud to share the impactful CSR initiatives we have undertaken. We firmly believe that businesses have a responsibility to contribute to the betterment of society and the environment. Through our CSR programs, we have been actively working towards creating a positive impact in the communities we operate in.

We understand that CSR is an ongoing journey, and we remain dedicated to continuously improving our practices. We will continue to explore innovative ways to address societal and environmental challenges, fostering sustainability and making a positive impact every step of the way.



YOHAN BRÄUNLING
CEO

ABOUT RM GROUP

RM Group is one of the largest and most renowned IT contractor agencies in Switzerland. It functions as a framework contract partner for some of the largest Swiss companies, focused on contracting as well as payrolling for IT specialists and other white-collar professionals.

The company operates from 3 offices in Europe, namely Zurich (headquarters), Berlin and Sofia.

Established in 1998 in Zurich, Switzerland, RM Group has always been owned by the active management. Our team consists of over 68 employees from over 22 countries worldwide.

>50

CHF turnover every year since 2011

>60.000

CVs with GDPR clearance in the database

>1.000

CHF turnover every year since 2011

>100

active clients (including the most renowned companies in Switzerland)

RM Group helps customers, as well as candidates get ahead. That's why we have been working as a recruitment agency for the largest and most renowned companies in Switzerland since 1998.

Swiss banks, IT and Telecom providers, international insurance companies, and pharmaceutical companies use us to find suitable candidates for their most interesting tasks. We offer qualified specialists the opportunities they have always been waiting for. We provide our clients with high-potential individuals who are essential for a company's growth.



OUR POLICIES AND COMMITMENTS



At RM Group, we embody "Going the Extra Mile" in all aspects, including quality, environment, and data security. Actions speak louder than words, and we invite you to join us. Our annual audits by independent providers ensure compliance with environmental regulations and ISO 9001, ISO 14001 standards. Our commitment to excellence is recognized through certifications like GoodPriva@cy® and EcoVadis.

We are proud to have achieved EcoVadis Gold status for three consecutive years 2021-2023, showcasing our excellence in meeting certification criteria across various non-financial management systems. These include environmental impact, labor rights, ethics, as well as sustainable procurement. The ratings in these systems are tailored to each company based on size, location, and industry.

- No company cars since day 1
- 2012 • ISO 9001/ IQNet ISO 14001 / IQNet
- 2014 • GoodPriv@cy®
- 2016 • CSR-Rating by EcoVadis
- 2018 • Signatory of Charta der Vielfalt
- 2021 • Gold rating level by EcoVadis
- 2022 • Gold rating level by EcoVadis
• Signatory of UN Global Compact Rating by SMETA
- 2023 • Gold rating level by EcoVadis

ENVIRONMENTAL TARGETS AND MEASURES

1.

The 2022 internal audit included an assessment of outsourcing supplier contracts, along with incorporating aspects of data protection, quality, environmental protection, and CSR. Reevaluation for 2024 is going to take place as planned.

Supplier evaluations of this scale is going to be conducted every two years as part of future internal audits.

YEAR	Suppliers with CSR activity/ label	Suppliers with environmental activities/label
2022	30%	30%
2024*	35%	35%
2026*	40%	40%
2028*	45%	45%

* Targets set for future periods

2.

New employee trainings have been implemented. They include video modules on environmental awareness. Topics covered: goals, Ecosia extension, waste separation quiz, plastic-free lunches, travel guideline, and a concluding quiz. These measures promote CSR and sustainable practices.

3.

A sustainability training course was developed for employees engaged in procurement. It emphasizes the economic, environmental, and social factors in the phase of decision-making. The course aims to promote conscientious behavior and evaluate effectiveness through a final quiz. As a consequence significant amount of suppliers has been changed being compliant to our sustainability strategy.

4.

Our travel policy prioritizes train travel, aligning with our corporate social responsibility goals. We have guidelines for selecting transportation modes and a process for CO2 compensation for air travel. While viable overnight train options for trips over 800 km may be limited, we aim to uphold travel activities and emphasize train travel whenever possible. To streamline travel management, a future mobile app will be used for booking and tracking trips, ensuring effectiveness and simplifying the process. Due to failing to meet our flight targets, we've revised our travel policy. Team events are going to be organized to be reachable by train for the majority of staff.

We motivate our internal staff to use public transport and reimburse the public transport tickets.

5.

As of 2022, RM Group is an official partner of Swisstaffing. As the center of excellence for staff leasing companies in Switzerland, they represent the interests of its members in matters of policy, the economy and society. Swisstaffing promotes the industry's interests and works to enhance the image of temporary work. This label certifies that we are engaged in ethical business practices and maintain high professional standards in the sector. In 2023 we have implemented the QAS Health and work safety program from Swisstaffing for both internal and external employees.

6.

Ecosia, a search engine similar to Google, generates revenue from advertising to plant trees in various locations. Employees were informed about the Ecosia extension and provided instructions to activate it. This information will be included in environmental management training for new hires. However, the effectiveness of the extension cannot be measured due to privacy concerns and the need to maintain trust with employees.

7.

Flight data from 2019, 2020, and 2021 was analyzed to track annual flights. Including 2019 as a reference year allows for a valid comparison, considering the distorted travel patterns caused by the pandemic in 2020 and 2021. Our goal is to reduce air trips per employee outside of Zurich headquarters from 7.3 in 2019 to 5 by 2025, focusing on corporate locations. Additionally, starting in 2022, CO2 offsetting is implemented for all air travel to promote environmental sustainability. The target for 2023 was missed by 0,3, however the travel policy was revised accordingly.

YEAR	Ratio flights/ MA outside ZRH
2019	6,63
2020*	0,91
2021*	3,05
2022	Max 6,5
2023	6,3
2024	5,5
2025	5

*Travel distortion by Corona

8.



Our CEO, Yohan Bräunling, has joined the CEO4Climate campaign, advocating for effective energy and climate policies to strengthen Switzerland's business and innovation landscape. At RM Group, sustainability is a top priority, with a focus on waste, travel, and energy consumption as key areas for CO2 reduction. CEO4Climate is a Swiss network where decision-makers have the opportunity to enter into an open and trusting dialogue about entrepreneurial challenges and, above all, opportunities in order to anchor climate protection and sustainability in general - in the core business. We are proud to support the CEO4Climate campaign with our management's commitment to this important cause.

9.

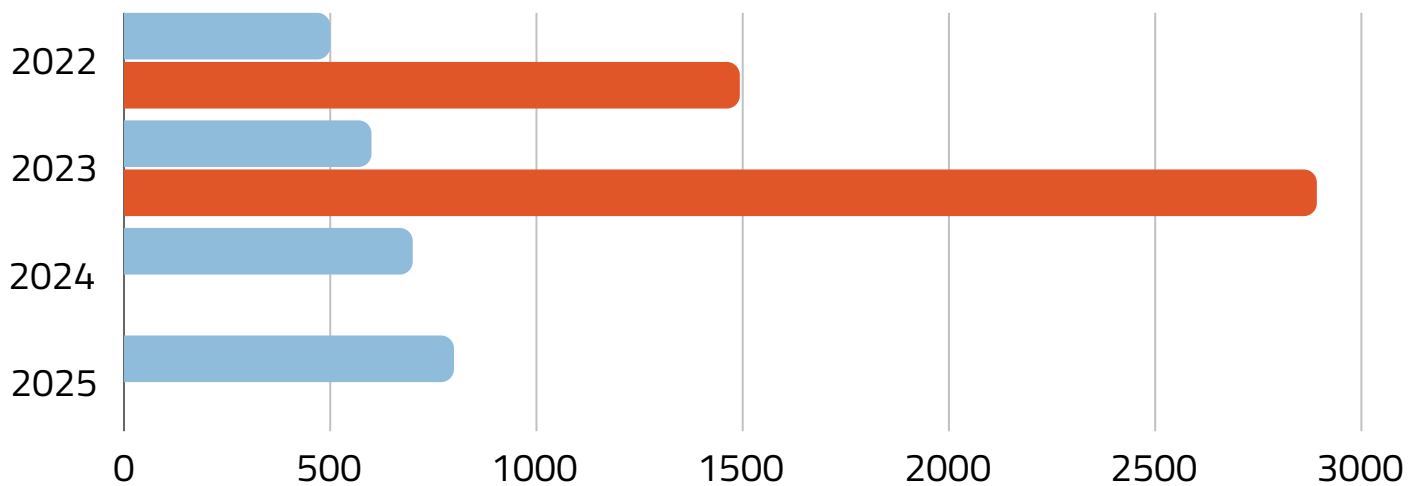
New targets have been set for social media communication to raise awareness of environmental protection among both internal and external stakeholders, including employees, customers, competitors, and applicants.

A minimum of five environmental awareness posts will be published annually, with a target to increase the number of views by 100 each year



Target Impressions per post

Reached impressions per post*



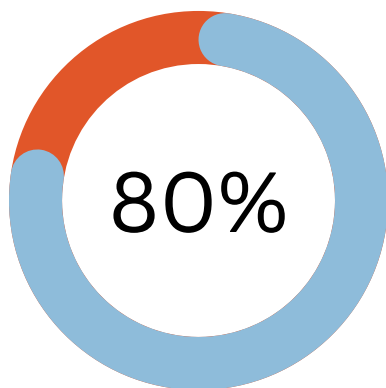
*Average impressions per post are calculated

10.

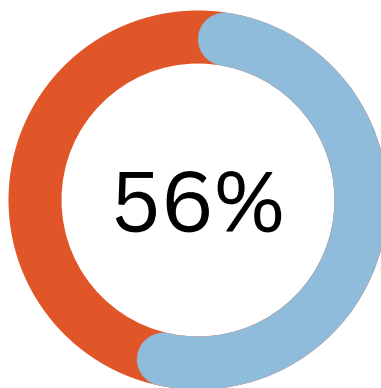
RM Group aims to transition to environmentally friendly cleaning products, prioritizing ecological alternatives. While various brands claim to be environmentally friendly and utilize packaging made from recycled plastic, there is no definitive label that provides clear guidance. Nevertheless, RM Group selects products based on recognized labels that align with their sustainability criteria.



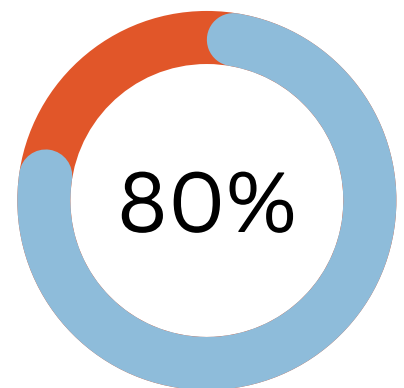
We are committed to gradually transitioning to ecologically and ethically compatible cleaning agents. By 2022, all directly procured cleaning agents were replaced with ecological alternatives, ensuring no compromise in cleaning performance. Our goal is to have 80% of all cleaning agents meet environmentally friendly and animal welfare standards. In 2023, we implemented environmentally compatible cleaning agents in the Berlin office in collaboration with the cleaning service provider. This transition will then be extended to the Zurich office in 2024. These step-by-step changes demonstrate our dedication to corporate social responsibility and promoting sustainable practices.



Rate of ecologic cleaning products purchased by suppliers Berlin in 2023



Rate of ecologic cleaning products purchased by suppliers Sofia 2023



Rate of ecologic cleaning products purchased by suppliers Zurich in 2024

Even though Bulgaria's laws don't mandate it, our office there diligently upholds sustainable practices. Waste is sorted and disposed of responsibly as part of our commitment to environmental stewardship. In 2023, 56% of our cleaning agents were already switched to eco-friendly alternatives.

OUR STORY FOR SUSTAINABLE FUTURE

POP THE CORKS!



In 2023 our Berlin office contributed to the KORKkampagne - a campaign for gathering bottle corks and returning them to special collecting points for recycling. With this initiative we help:

- environmental protection, because cork is saved from being destroyed as waste and is used as insulating granules for ecological house building,
- nature conservation, through financial support and educational work - especially in schools
- for the disabled and the long-term unemployed by creating jobs in cork processing.

In total, well over 500 tons of corks have been collected since the campaign started in 1994 - that corresponds to over 3,500 cubic meters or around 125 million pieces. The corks are processed into insulating granulate cork at the citizen service in Trier and other non-profit workshops for disadvantaged people. The combination of environmental and nature conservation, economics and social aspects makes the KORK campaign an exemplary project and RM Group is proud to be part.

HOW WE KEEP OUR PROMISES AND SUPPORT THE SUSTAINABLE DEVELOPMENT GOALS (SDGS)

We have introduced new and stricter environmental targets to foster employee awareness and supplier engagement. These targets surpass previous achievements and tackle measurement challenges.

The UN's 17 Sustainable Development Goals (SDGs) serve as a global blueprint for creating a sustainable future. Our business operations and commitment to sustainability allow us to make substantial and direct contributions towards achieving these goals.

Through our primary business activities and commitment to sustainability, we actively and meaningfully contribute to SDG 4: Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all, SDG 5: Achieve gender equality and empower all women and girls, SDG 12: Ensure sustainable consumption and production patterns and SDG 13: Take urgent action to combat climate change and its impacts.



By providing free space to ReDiSchool Berlin, RM Group makes a contribution towards ensuring inclusive and equitable quality education and promote lifelong learning opportunities for all. This activity ceased in the first quarter due to the relocation to a smaller office.



By having 50% of team leads as females, as well as more than half of the company members being females, RM Group is proudly walking the path of gender equality and does its share in empowering all women and girls in their career paths.



Sustainable consumption and production patterns are ensured by our company trainings on environmental awareness, increasingly raising awareness for environmental protection on social media, as well as transitioning to environmentally friendly cleaning products, prioritizing ecological alternatives.



RM Group takes urgent action to combat climate change and its impacts by prioritizing train travel when possible, aiming for a responsible flight count and have started to migrate Zurich-Berlin travel to rail (despite all challenges this involved).

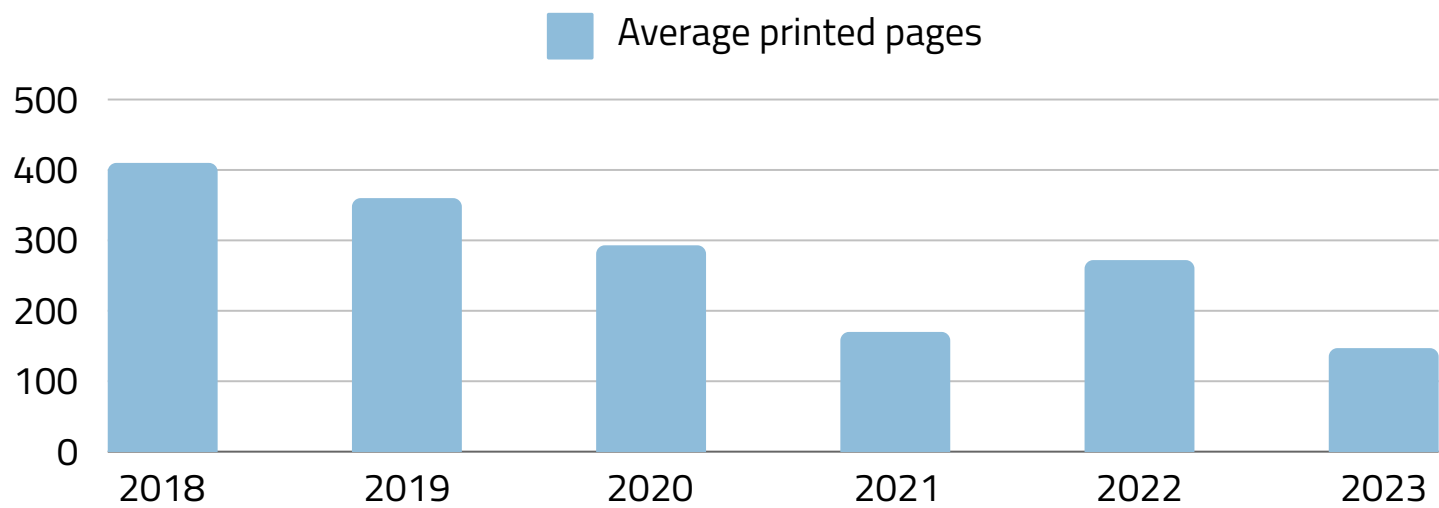
The company has joined swisscleantech as well as CEO4Climate, advocating for effective energy and climate policies to strengthen Switzerland's business and innovation landscape.

New and more stringent environmental targets have been established due to the accomplishment or surpassing of previous goals and challenges in measuring certain targets. These objectives aim to enhance employee awareness and foster increased dedication from suppliers.

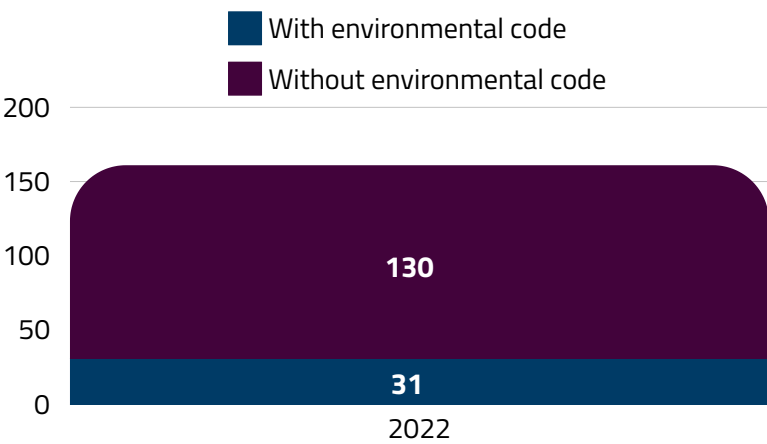
Key Indicator	Target figure	Effective
Paper consumption per employee per year	≤ 300	272
Proportion of suppliers with an environmental code	$\geq 30\%$	19%
Proportion of suppliers with a data protection concept	$\geq 60\%$	47%
Number of flights	≤ 192	204
Flight kilometers	$\leq 200'000$	199380
Pass rate environmental quiz ($\geq 80\%$ correct)	$\geq 30\%$	39%
Number of social media posts	≥ 5	8
Views/ impressions per social media post	≥ 500	2892

Paper consumption

Average paper consumption in 2023 reaches the lowest levels so far remaining half below the target of 300 sheets per year per employee.
In addition to effective paper consumption, restrained document printing also results in low toner consumption.

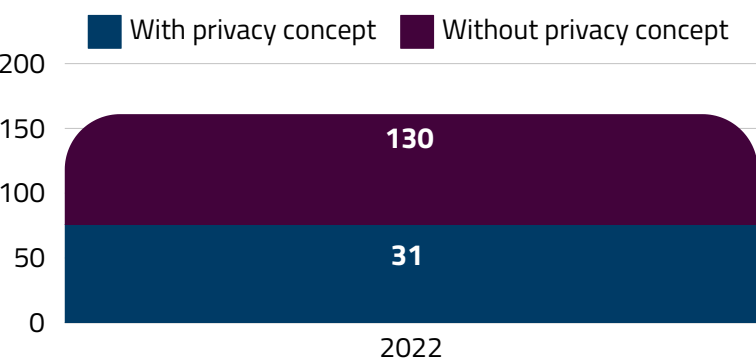


Proportion of suppliers with an environmental code



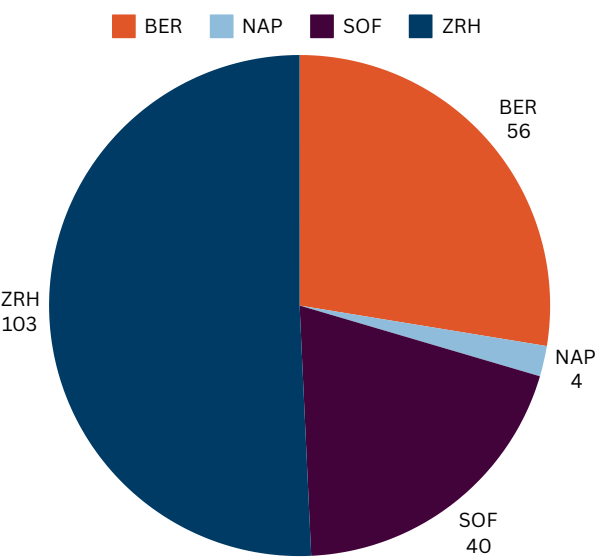
*revision is planned for 2024

Proportion of suppliers with a data protection concept

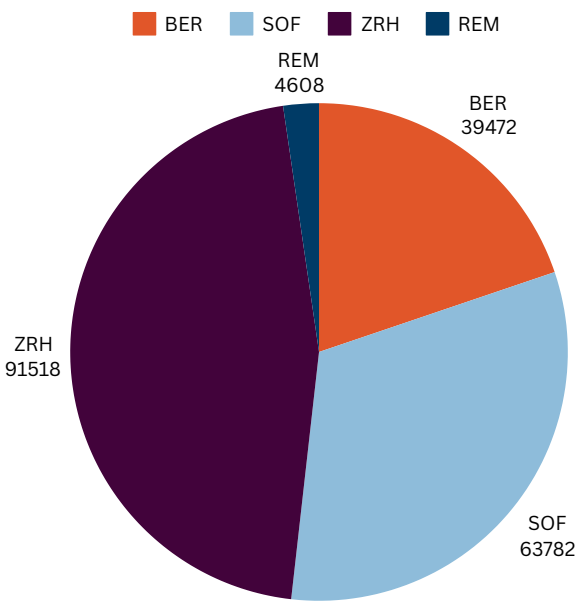


*revision is planned for 2024

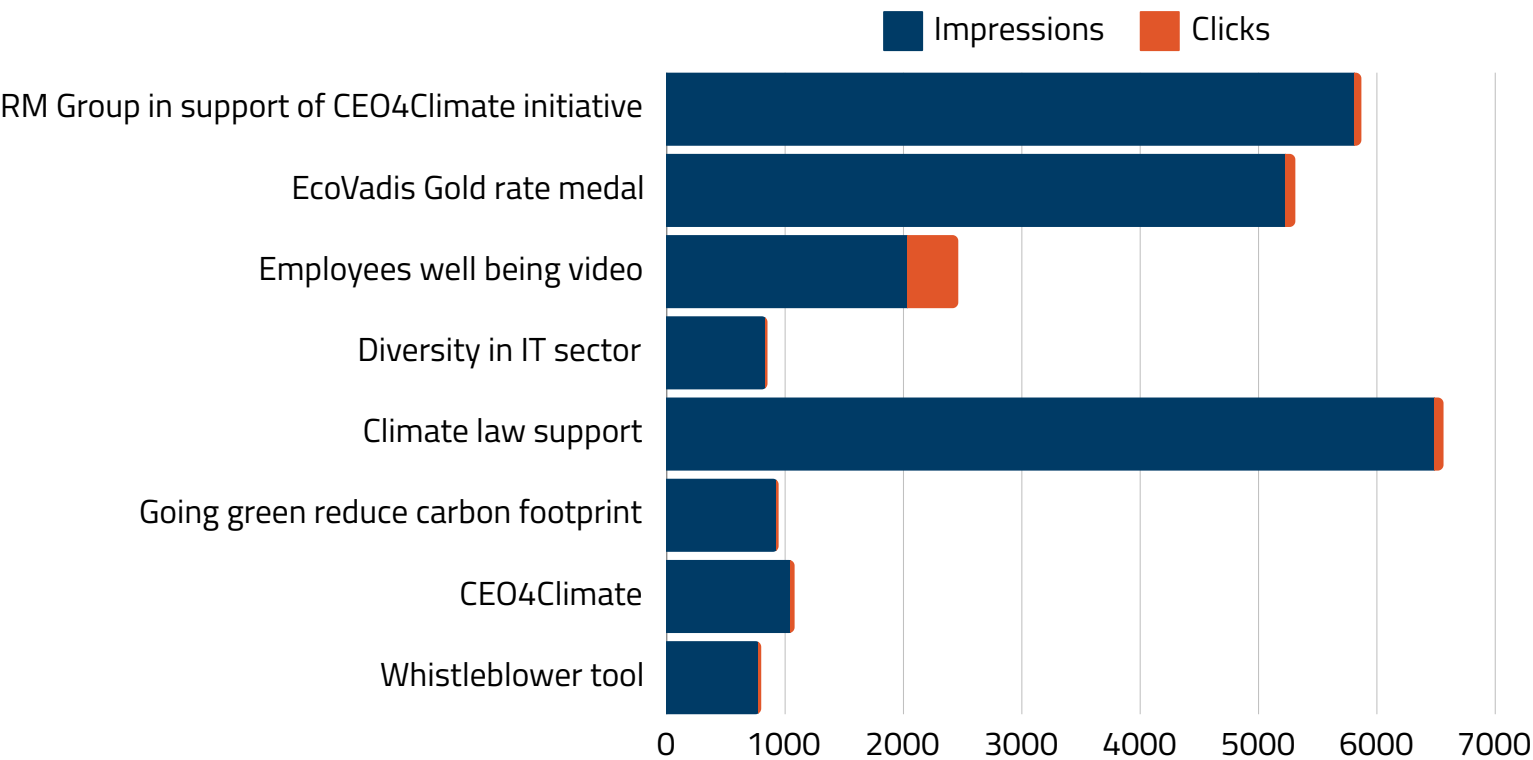
Number of flights



Flight distance in km



Social Media Posts for 2023



OUR COMMITMENT TO THE WELL-BEING OF OUR EMPLOYEES

To address any potential instances of unethical or illegal behavior within RM Group, we have implemented an electronic whistleblower system.

Diversity is a vital and indispensable component of RM Group.

Over our 25-year journey, diversity has become intrinsic to our corporate philosophy. It remains a catalyst for fostering a culture of openness and appreciation within our organization. It fuels innovation by bringing forth fresh ideas and perspectives, enabling mutual growth and knowledge exchange. We go beyond mere declarations, actively championing diversity through our support for relevant projects and organizations.

LGBTQIA+ equality

In 2021, we further expanded our Corporate Social Responsibility by joining the Partnership for Global LGBTI Equality, which supports the UN Standards of Conduct for Businesses Opposing Discrimination Against LGBTI Persons. This partnership unites organizations dedicated to advancing equality and inclusion for LGBTI individuals globally, fostering positive transformation. The standards encompass crucial principles such as human rights respect, discrimination eradication, and prevention of human rights violations.

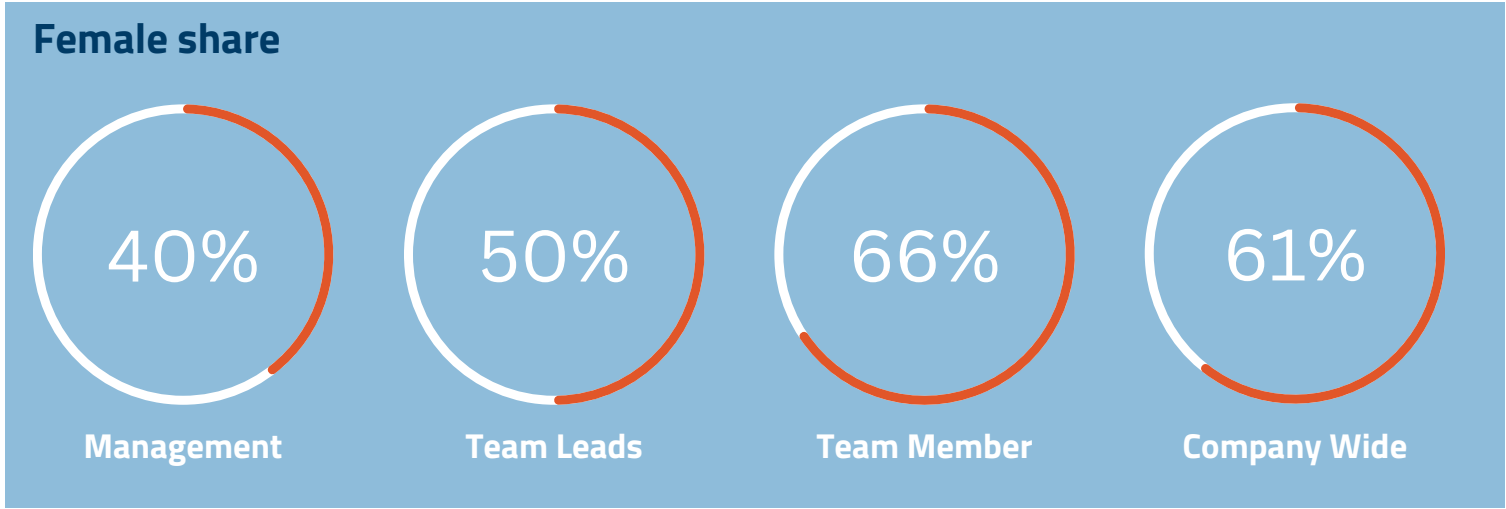


charta der vielfalt



We proudly endorse and actively participate in the Diversity Charter, a long-standing initiative that champions the recognition, appreciation, and integration of diversity in the workplace. By signing the charter, we commit to fostering a prejudice-free work environment where all employees are valued, irrespective of age, ethnicity, nationality, gender, gender identity, physical and mental abilities, religion, worldview, sexual orientation, or social background.

To uphold gender equality, it is imperative to ensure equal pay for equal work of comparable worth among men and women within our company. In 2021, we utilized an analytical tool, based on a recognized industry standard, to assess pay equity. We take immense pride in affirming that RM Group exhibits no gender disparities, fostering equitable working conditions. Our commitment remains unwavering in our ongoing efforts to advance workplace equality.



We take pride in our long-standing employee tenure, more than 30% of our workforce having been part of the RM Group for over 5 years. Since our establishment in Switzerland in 1998, significant progress has transpired. Our team now spans three European locations: Zurich, Berlin, and Sofia.



LABOUR & HUMAN RIGHTS POLICY

At RM Group, a clear and explicit non-discrimination policy is established, outlining the protected characteristics such as race, color, age, gender identity, sexual orientation, personal expressions, religious beliefs, etc., which serves as the foundation for fostering an inclusive and diverse work environment.

The policy is and will continue to be communicated to all employees, applicants, and relevant stakeholders through training sessions. Our commitment to being an equal opportunity employer is officially stated in each job ad we post, both internal and external. We ensure that during the recruitment and hiring processes, all candidates are evaluated solely on their qualifications, skills, and experience.

Ongoing diversity and inclusion training will be provided to employees at all levels of the organization.

An effective whistleblowing system has been established to allow employees to report any incidents of discrimination, harassment, fraud, illegalities or bias. This ensures that employees feel safe and supported when reporting such incidents and that appropriate actions are taken to address and resolve them.



The scope of the policy extends to all three office locations, encompassing Zurich, Berlin, and Sofia. The principles of equal opportunity, non-discrimination, and inclusivity will be upheld in each city and country where our offices operate, ensuring a consistent application of the policy across all locations. The policy shall be reviewed annually.

Current performance and future commitments on selected labour & human rights topics

RM Group	2022	2023
Percentage of foreign employees	29%	21,5%
Whistleblower cases on forced labour & human rights	0	0
Complaints or instances of discrimination or harassment	0	0
Accident frequency	0	0
Accident severity rates	0	0
Percentage of employees trained on discrimination	47%	75,38%
Percentage of employees covered by social benefits	100%	100%
Percentage of employees participating in training/development programs	100%	100%
Amount of money spent on employee career training and benefits	2600 CHF	2730 CHF

RM GROUP SWITZERLAND

CSR REPORT 2023