



TRANSPED



This report was made on the basis of and in accordance with the guidelines of the currently effective GRI Standards 2021.

# ESG REPORT 2023



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## LETTER FROM THE OWNER

(GRI 2-22)

Dear Reader,

We started out as an international forwarding company more than three decades ago. Then, over the last 30 years, we have gradually grown into a large company with almost 800 employees, with our subsidiaries serving different branches of logistics and our national network of offices and our divisions. As the company has grown, our responsibilities have increased significantly as we are in daily contact with more and more market players.

Corporate governance, sustainable development and environmental protection has been an integral part of the corporate philosophy of Trans-Sped since its foundation. We are delighted to create a stand-alone ESG report on the overall sustainability activities of Trans-Sped for the third time this year. An important aspect in the preparation of the report was to present our ESG approach, the main pillars of our sustainability strategy and our activities for the reporting period 2023 in line with the current GRI (Global Reporting Initiative) standards.

The logistics sector is a polluting industry, and all actors need to take decisive action to reduce the ecological footprint of their supply chains. Our activities have a significant impact on our social and natural environment. As part of our corporate social responsibility we have therefore set ourselves an important objective: to set an example at both regional and national level. We also communicate our commitment to sustainable development to our partners, as expected.

The formulation of our ESG strategy is an important milestone in the operations of Trans-Sped as it demonstrates that sustainability is addressed at a strategic level in our company. Sustainability aspects are embedded in both our business and operational strategies and the achievement of our common goals is guaranteed through concrete action plans. The ESG approach is also present in our corporate culture. The Trans-Sped Sustainability Working Group plays a key role in achieving our sustainability goals, and its members help to develop the necessary measures and put them into practice.





We are on a mission to make logistics more sustainable and environmentally friendly and we have taken action in several fields to achieve this, whether it is in our day-to-day operations or by introducing new Eco-friendly services. The average age of our EURO 6 vehicles is just 1.5 years, a significant proportion of our material handling equipment is electric, and we have had an electric semi-trailer-tractor in operation (once which was converted from a diesel tractor) since 2022, which is running continuously at our Debrecen site. In line with green energy use we have launched a comprehensive energy efficiency programme in our warehouse operations installing solar panels on the roofs of our warehouses, and since 2010 we have used heat-pump solutions for our own warehouses, which use renewable energy sources for heating and cooling the buildings. Our ZERO green e-commerce home delivery service, unique in the market, enables packaging-free delivery supporting the circular economy and reducing our environmental impact.

I believe that for a responsible employer employee involvement and continuous motivation is also essential to reduce negative impacts on the environment. We continuously encourage our community of employees to engage in environmentally responsible activities, be it selective waste collection, recycling or responsible procurement.

Our long-term goal is to reduce our corporate carbon footprint sufficiently and contribute to the European Union's climate neutrality goals by 2050 through our conscious corporate actions. To achieve this common goal we provide transparent information on our sustainability efforts and the status of our commitments in our annual ESG report.

Sincerely,  
Szabolcs Fülöp  
owner, CEO

# ABOUT OUR REPORT

(GRI 2-1, GRI 2-2, GRI 2-3, GRI 2-5)

**The reporting entity and the area of operation** is Trans-Sped Ltd. (Trans-Sped Logistic Service Centre Limited Liability Company) Hungary, 4030 Debrecen, 3. Vámraktár str.

**Approach used:** the following companies are fully consolidated: S.C TRANS-SPED Logistic SRL., TS Fulfillment s.r.o. In addition, TRANS-SPED CONTAINER LOGISTIC Fuvarozó és Szállítmányozó Kft. and WEBSHIPPY Magyarország Logisztikai és Szállítmányozási Kft. are also associated companies which are not included in the consolidation.



Trans-Sped Ltd. accounts for more than 99% of the consolidated turnover, therefore this ESG report only refers to this entity.

**Reporting period:** the reporting period is the period from 1 January 2023 to 31 December 2023, corresponding to the financial year. The data reported relate to 31 December 2023.

**Reporting frequency:** annually

**Standard:** GRI Standards 2021

Our ESG report has been prepared in accordance with the guidelines of the Global Reporting Initiative, GRI Standards 2021, issued in 2021. There was no GRI sector-specific standard aligned with the activities of Trans-Sped at the time of reporting.

**Certification:** The ESG report of Trans-Sped Ltd. has not been certified by an external party.

**Date of publication of this report:** 16.12.2024

**How it is published:** Trans-Sped strives to take sustainability into account in all aspects of its operations, therefore this ESG Report is published online only. The report is published in English and Hungarian on the company's website.

**For more information** please send questions and comments on the report to [fenntarthatosag@trans-sped.hu](mailto:fenntarthatosag@trans-sped.hu).

## THE YEAR 2023 IN FIGURES



**HUF 31.29 billion**  
net sales



**HUF 38.55 billion**  
total balance sheet



**purchase of 37**  
new vehicles



**2 279 GJ**  
solar energy produced



**99%**  
waste recovery rate



**8.9 hours**  
of training per person



**11 168 m<sup>2</sup>**  
hall extension



**0**  
serious and fatal accidents

**ZERO**

**62 245**  
packages delivered in  
our ZERO programme

### Our awards

Trans-Sped's commitment to sustainability was awarded in the Process category of the Greenage Initiative of Professional Publishing in 2023.

In recent years our company has made sustainability a strategic priority, and it plays a role in all our business decisions. In the development of our logistics services we place a high priority on protecting the environment and are working to green our services with new solutions such as single-use packaging-free delivery for e-commerce customers.



## ABOUT TRANS-SPED

(GRI 2-6, GRI 201, GRI 201-1, GRI 201-4)

Trans-Sped is a wholly Hungarian owned company that has been active in the logistics market since 1990. Our company is constantly evolving to meet new market challenges in a competitive and sustainable way. Over the last three decades we have developed our services in line with international trends and the needs of our partners, which has made us a complex logistics service provider.

Our partners are served quickly and efficiently by our 23 sites and branches from transport to customs clearance. Our professional team of experts covers the full spectrum of production logistics and value-added services.

Trans-Sped covers not only the whole territory of Hungary but also the areas close to the borders with Slovakia and Romania with its branches in Senec (SK) and Oradea (RO).

The logistics industry is an environmentally damaging sector so all actors in the supply chain need to take decisive action to reduce environmental impacts. Trans-Sped's mission is to implement sustainable, environmentally responsible practices in its operations and services that have a positive impact on the social and natural environment.

Customer-centric service delivery is at the heart of our business strategy. We believe that the best way to understand our clients' needs and challenges is to work closely with them to achieve the best results. We provide not just services but comprehensive, tailored solutions that fully meet our partners' unique business objectives. We offer expert support in creating logistics strategies that ensure long-term success for our clients





## OUR BUSINESS



### ROAD FREIGHT AND TRANSPORTATION

Trans-Sped provides high quality road transport and freight forwarding services to its customers abroad and at home. The company's operations are based on a modern vehicle fleet and subcontractors audited according to regulations. We strive to take maximum account of environmental considerations in our transport activities, that's why the average age of our fleet does not exceed 1.5 years. Our commitment to sustainable development is further demonstrated by the fact that our fleet is composed exclusively of EURO 6 vehicles. The shipments entrusted to us are handled by our staff with great care throughout the entire transportation process.



We strive to serve our customers fully so we are constantly developing our fleet and expanding our services offered according to the possibilities provided by our sites. We opened our new site in Eger in 2023 which has successfully strengthened our transport and forwarding business in the oversized and overweight business as well as in road train transport.

### TRANSPORT DESTINATIONS

Hungary - **72.21%**

Germany - **7.08%**

the Czech Republic - **4.9%**

Other - **4.22%**

Austria - **2.4%**

the Slovak Republic - **1.86%**

Romania - **1.86%**

Poland - **1.56%**

Italy - **1.33%**

the United Kingdom - **1.20%**

the Netherlands - **0.88%**





## AIR AND OVERSEAS FREIGHT FORWARDING

At Trans-Sped long-distance transport is also possible, as we provide air and sea transport services for our customers. The advantage of these solutions is that we can move large volumes of goods cost-effectively. As the Hungarian representative of the ATLAS Network we have partner offices in all major harbours and airports in the world, enabling us to offer reliable, fast and cost-effective solutions. We aim to cover market needs with our services such as handling special cargoes (e.g. perishable, hazardous, valuable, oversized) in the air transport sector and full and consolidated container loading in the maritime transport sector, guaranteeing optimal space utilisation and optimal transport.



## RAIL FREIGHT TRANSPORT

Rail transport is the most advantageous way to move goods between trading partners on land. Trans-Sped's rail group is engaged in the transport of goods both at home and to European countries, thus enabling the economical and environmentally friendly transport of large volumes of goods. Our company considers the integration of rail transport into intermodal freight transport a priority.



## WAREHOUSE LOGISTICS, INDUSTRIAL PARK, WAREHOUSE CONSTRUCTION, OPERATION

Our company serves the warehousing business with a constantly expanding capacity nationwide. Our warehouses are equipped with advanced IT systems and a modern fleet of more than 200 forklift trucks for short- and long-term storage. Our company's commitment to sustainability is also reflected in the design of our own warehouses, because the latest buildings and warehouses already use green energy and are equipped with heat pumps. Our value-added logistics activities are focused on providing the warehousing solution that best fits our customers' profiles, helping them to increase their competitiveness. We are continuously developing our own real estate portfolio by building new warehouses to professionally serve our warehouse logistics activity.

At our Debrecen site which also functions as an industrial park we provide safe and modern conditions for both our own warehouse logistics business and for external companies. Our self-built industrial park is located on 33 hectares in Debrecen.



## CUSTOMS ADMINISTRATION

Our staff carry out extensive import and export customs clearance activities in 7 customs offices nationwide. We have been providing customs clearance services with the highest level of expertise for 3 decades already, helping our clients' goods cross borders quickly and smoothly.



Our customs activities are carried out to the highest standards, that's why we hold an AEO (Authorised Economic Operator) F licence. As a result, we are treated as a trusted partner by the customs authorities and receive special treatment.



## PRODUCTION LOGISTICS

We use our production logistics activities to help our customers to be more efficient and provide better service. Our business is responsible for the preparation, packaging, storage and related material handling of various industrial goods produced in the plants of manufacturing companies and commodity suppliers, as well as the provision of these products in accordance with sales regulations.



## LOGISTICS TECHNOLOGY

Our Logistics Technology division has been providing maintenance services for logistics equipment, complete production plants, packaging machines and tank farms at our customers' sites since 2007. With many years of professional experience our staff perform electrical and instrumentation work in various areas of maintenance.



Our company is SCC certified (Sicherheits Zertifikat Kontraktoren - Contractors' Safety Certificate), which certifies that we comply with occupational safety, health and environmental protection requirements in our work.



## E-COMMERCE LOGISTICS

We operate a fulfilment service i.e. a complete logistics process for our large e-commerce customers (3000 parcels/month). To meet the stocking and shipping requirements of e-commerce stores Trans-Sped offers a complex service including warehouse logistics and delivery, which enables our customers to provide a more accurate and reliable service to their own customers.

## ACTIVITIES OF BUSINESS LINES IN FIGURES

|  |   |
|--|---|
| <b>Freight forwarding, transport</b>           | 88 604 completed deliveries   |
| <b>Storage</b>                                 | total storage capacity 125 000 m <sup>2</sup>   |
| <b>Production logistics</b>                    | 856 497 tonnes moved (between January 2023 and September 2023) <sup>1</sup>   |
| <b>Customs clearance</b>                       | more than 26 560 customs clearances per year  |
| <b>Industrial park, warehouse construction</b> | a total of 50 000 m <sup>2</sup> of warehouse capacity in Debrecen, and an additional 30 000 m <sup>2</sup> of warehouse space can be built |
| <b>Logistics technology</b>                    | more than 30 engineers, technicians, electricians and mechanics   |
| <b>Fulfilment service</b>                      | 154 336 processed packages  |
| <b>TS ZERO</b>                                 | 62 245 delivered packages   |

**Trans-Sped is able to effectively contribute to the smooth end-to-end processes of its partners with its complex logistics services.**

To serve our partners even more efficiently we have expanded our service portfolio with the cleaning of pallets and crates, a unique and innovative service in the logistics market. After picking up, transporting and sorting the pallets and crates, the cleaning is carried out with professional machines that meet the standard cleanliness criteria of the automotive industry as certified by special laboratory tests.

Our company's mission is to make logistics more sustainable and environmentally friendly, so we have implemented a number of initiatives across our business units whether it's day-to-day operations or the introduction of eco-friendly services.



<sup>1</sup> We ceased our production logistics activities at the end of September 2023.





## ECONOMIC PERFORMANCE

Our company intends to grow in a gradual and measured way, within a reasonable framework and with a view to sustainability.

**2023**

**thousand HUF**

### Direct economic value generated (i)

|          |            |
|----------|------------|
| Revenues | 32 709 410 |
|----------|------------|

### Economic value distributed (ii)

|                 |            |
|-----------------|------------|
| Operating costs | 23 772 469 |
|-----------------|------------|

|                             |           |
|-----------------------------|-----------|
| Employee wages and benefits | 6 907 193 |
|-----------------------------|-----------|

|                       |   |
|-----------------------|---|
| Payments to investors | 0 |
|-----------------------|---|

|                        |           |
|------------------------|-----------|
| Payments to government | 1 235 778 |
|------------------------|-----------|

|                       |       |
|-----------------------|-------|
| Community investments | 5 000 |
|-----------------------|-------|

### Economic value retained (i-ii)

|                 |         |
|-----------------|---------|
| Retained profit | 788 970 |
|-----------------|---------|

Our company received HUF 2 160 million subsidy in 2023.

## OUR VALUES, MISSION AND VISION

Our company is a major player in the logistics industry at the national level. We apply our values and principles in everything we do and expect our suppliers to also uphold them in their work.

### OUR CORE VALUES

#### **Integrity**

At Trans-Sped integrity is the foundation of everything we do. We strive for ethical behaviour in our business relationships, decision-making and our daily operations. We respect the rights and interests of our clients, partners and employees. We make an effort to achieve mutual benefit in our decisions.

#### **Mutual trust**

Building and maintaining mutual trust is the cornerstone of all our business relationships. We believe that the secret to long-term success is reliability and trust in each other. In addition to delivering on our promises it is important for us to build collaborative relationships with our partners that create value for all involved.

#### **Long-term thinking**

At Trans-Sped we think long-term. Our strategy is based on growing sustainably within a reasonable framework and building our company incrementally. Our innovations and investments are designed to prepare us for the challenges of the future ensuring the long-term stability and profitability of the company.

#### **Sustainability**

For us it is not just a word, it is a daily practice. We strive to apply business models and technological solutions that minimise environmental impact and maximise efficiency. We take action to ensure the availability of resources for future generations while meeting our own needs.



### **Customer focus**

The customer comes first for us. Our aim is to provide each client with the best possible tailored service precisely adapted to their needs. Customer satisfaction is important to us, thus we are flexible and creative in our approach in order to find the best solutions.

Let us make logistics an opportunity for our partners to achieve business success and business excellence!



### **Responsibility**

We take responsibility for all our decisions and actions, not only towards our own company but also towards our partners and the society. It is important for us that all our partners and customers feel safe in our cooperation and know that we always act in their best interests.



### **Honest, open communication**

Honest and open communication is a fundamental principle at Trans-Sped. We believe that transparency is the foundation of trust, therefore we always engage in open dialogue with our staff and partners. We are transparent and consistent in our decisions and strive to ensure that our actions are clear and understandable to all stakeholders.



### **Informal atmosphere**

At Trans-Sped we aim to create an inclusive and supportive environment for our employees including regular company family events, flexible working arrangements and competitive HR benefits. We are committed to creating a work environment where work-life balance is realized and everyone can feel the importance and experience of belonging to a community.



## MISSION

As a pioneer in the logistics sector Trans-Sped has an active role in shaping new and sustainable solutions. Driven by innovation and development we operate with efficiency, customer focus and high standards. We are not satisfied with the current solutions so we are constantly monitoring new opportunities from which we choose responsibly. In all cases we strive to meet global market expectations and the needs of our partners while contributing to reducing our environmental impact. We see our development not only as an opportunity but also as an obligation to create social value and contribute to sustainable economic growth.

Trans-Sped's mission is to become a world-class integrated logistics service centre that puts sustainability at the forefront of all its operations.

## FUTURE VISION

Our company will continue to provide customer-oriented services, build and maintain long-term strategic partnerships and develop logistics solutions exemplary from a sustainability perspective.





## OUR PROFESSIONAL MEMBERSHIPS

(GRI 2-28)

Our company values collaboration with professional organisations, chambers, associations and industry federations. We play a role in the development of the logistics industry and contribute to the development of good practices in the sector.

### FEDERATION

- Hungarian Federation of Logistics Service Centers
- Hungarian Freight Forwarders' Association
- Hungarian Customs Association
- National Association of Entrepreneurs and Employers
- Association of Customs, Excise, and Tax Service Providers
- National Federation of Hungarian Industrialists
- International Air Transport Association Cargo Account Settlement Systems

### ASSOCIATION

- Association of Responsible Family Enterprises in Hungary
- Hungarian Road Hauliers' Association

### CHAMBER

- Chamber of Commerce and Industry of Hajdú-Bihar County
- Hungarian Chamber of Commerce and Industry
- German-Hungarian Chamber of Industry and Commerce
- Finnish-Hungarian Chamber of Commerce

### OTHER

- Hungarian Association of Logistics, Purchasing, and Inventory Management
- NIT Hungary – National Transport Association of Private Entrepreneurs
- Ecommerce Hungary
- ATLAS Logistic Network



For more details on the activities of each professional organisation see [our ESG Report 2022](#).



Our aim is to achieve a greener logistics operation for which we are taking continuous action. Our openness to sustainability is also reflected in our professional memberships, a token of which is our joining the ESG Club Hungary in 2023.

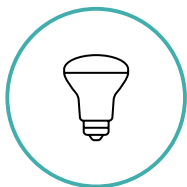
# ESG STRATEGY

(GRI 2-22)

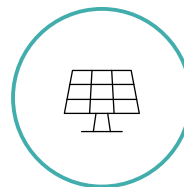
Our activities have a significant impact on our social and natural environment. Our strategy focuses on conducting our logistics activities in a sustainable way and continuously reducing our carbon footprint. We make it a priority to integrate environmental considerations into our daily operations whether it is energy efficiency, waste reduction or green technologies.

In recent years we have introduced a number of energy efficiency measures and we are constantly looking for new ways to bring our activities even more in line with sustainability principles. We believe that there is a way to minimise the environmental impact of logistics, and we strive to apply solutions that contribute to addressing global environmental challenges.

## OUR ACTIONS FOR SUSTAINABILITY



**REPLACEMENT OF  
WAREHOUSE LIGHTING  
FIXTURES WITH LED LIGHTING**



**THE USE OF SOLAR  
RENEWABLE  
ELECTRICITY**



**OPERATING AN ELECTRIC  
COMMERCIAL VEHICLE IN CITY  
LOGISTICS**



**ZERO PACKAGING-  
FREE DELIVERY**



## OUR SUSTAINABILITY GUIDELINES

### ENVIRONMENTALLY RESPONSIBLE OPERATIONS

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When purchasing our transport and goods handling equipment we look at the environmentally friendly options available on the market. We are improving our operations with environmentally friendly solutions and methods that faithfully reflect our sustainable approach.

### EMPLOYEE ENGAGEMENT

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Sustainability is a key element of our corporate culture, and we would not be able to successfully achieve our objectives without the commitment of our employees. We believe it is important that our employees are made aware of the importance of sustainability as well as the environmental impact and ESG strategy of Trans-Sped.

### SOCIAL RESPONSIBILITY

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Our employees are present in every corner of the country in the course of their work, another reason why we take social responsibility seriously. As our employees come from local communities, we feel it is our responsibility to support these communities.

### BUSINESS RESPONSIBILITY

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For us this means conducting our business in a socially responsible manner, in line with ethical business practices. We consider fair pricing and fair trade principles to be key while using the latest digital technologies to continuously optimise and automate our business processes. Our aim is to meet our customers' needs to the maximum, ensuring a high level of service excellence. Our operating guidelines are set out in our Integrated Management System policy, our Sustainability and Safety Principles and our Code of Ethics.

# SUSTAINABLE DEVELOPMENT GOALS IN THE TRANS-SPED STRATEGY

**Trans-Sped is a role model for social responsibility in the logistics sector.**

In developing our ESG strategy we have taken into account the environmental, social and economic areas most affected by the logistics industry. We identify with the UN Sustainable Development Goals and have integrated these global guidelines into our business strategy and operations. We are committed to the carbon neutrality of our logistics services, which we aim to achieve by 2050 in line with the European Union targets.

The Sustainable Development Goals (SDGs) are a global action plan adopted by the world's countries in 2015 with the aim of improving people's quality of life, protecting the environment and promoting economic prosperity by 2030. The 17 goals provide a comprehensive framework to address social, economic and environmental challenges including reducing poverty, improving education, promoting clean energy and combating climate change.

| SDGs  | Activity of Trans-Sped   | Target  |
|---|--|---|
|   | Support local communities, charitable activities   | Explore opportunities in the immediate vicinity of the sites, supporting at least 5 organisations.  |
|  | Ensure safe and appropriate working conditions for our staff<br>Enhance the well-being of workers  | Increase the number of employees participating in a driving technique training to 130 by 2024.  |
|  | Promote knowledge-based quality logistics education (e.g. Trans-Sped Academy, Logistics Festival, school lectures, factory visits, etc.) | By 2025 we commit to: 500 students, 20 teachers, 4 online educational videos, 4 educational events.   |
|  | Develop sustainable warehousing technology   | Increase the number of electric forklift trucks by replacing diesel and gas forklift trucks.  |
|  | Improve transport technology   | Our refrigerated road transport vehicles should be charged 100% by electricity only at dedicated charging points on our own premises, preferably powered by green energy.                         |
|  | Introduction of environmentally friendly packaging and delivery solutions  | Raise awareness of at least 30% of our warehouse logistics partners on the importance of reducing the volume of waste generated during storage. Present proposals for waste optimisation by 2025. |
|  | Strengthen partnerships for sustainability   | Our goal is to join a national and an international sustainability platform and participate in at least one professional competition related to sustainability.                                   |



The targets set in our company's sustainability strategy and the resources needed to achieve them are decided by the management. The management is supported by the Trans-Sped Sustainability Working Group in defining the actions to achieve the plans.

## OBJECTIVES OF THE ESG STRATEGY

We highlight the objectives in focus in 2023.



### ENVIRONMENT

- **Energy efficient operation**
- Increasing the use of alternative/ renewable energy
- **Measuring and reducing emissions**
- Consciously reducing air pollution by continuously replacing the vehicle fleet with vehicle types of the latest technology
- Encouraging packaging-free delivery



### SOCIAL

- **An attractive, family-friendly workplace**
- Workplace safety and no serious accidents
- **Active CSR and support for local communities**
- Sustainability education within the organisation



### CORPORATE GOVERNANCE

- Ongoing monitoring of commitments set out in previous years' ESG reports
- Managing sustainability risks
- Responsible sourcing and supplier audit
- **Increasing data security**
- **Developing sustainability data collection**

# OUR STAKEHOLDERS

(GRI 2-29)

Trans-Sped has an extensive internal and external stakeholder base. Stakeholder opinions are of paramount importance to our operations, as our main goal is to provide our partners with a high quality, complete and solution-focused service. We strive to maintain and deepen ongoing communication with our stakeholders.

## STAKEHOLDER INVOLVEMENT

Our stakeholders play a central role in achieving our business success and sustainability objectives. We consider it key to engage with the external and internal stakeholders we influence, and to understand their needs and expectations. Our sustainability strategy has been developed in consultation with our stakeholders.

We engage with stakeholders in a variety of ways, so we think it is important to assess our impact on each stakeholder group and how we can engage in an open, transparent dialogue with them. Engaging with stakeholders enables us to launch new programmes that create value for both the company and society.

We regularly review our stakeholder base, maintain close contact with stakeholders and involve them in the development of major changes affecting our company.

In preparing our 2023 report we sought to fully map our stakeholders.

| Internal stakeholders | Nature of connection   | How we connect  |
|-----------------------|--|---|
| Management            | Management decisions have an impact on the day-to-day running of the company and the strategic directions to be taken in the future. | Regular board meetings.   |
| Employees             | We have an open and honest dialogue with our employees. We rely on the views of our employees to shape our policies and vision.      | Trans-Sped communication channel, team-building sessions, company events, work council meetings, negotiations with trade unions, consultation with health and safety representatives. |

| External stakeholders                      | Nature of connection   | How we connect  |
|--|--|---|
| <b>Investors</b>                           | We are committed to maintaining an active relationship with our investors. We represent Trans-Sped's values and vision of sustainable business to our investors.   | Half-yearly/annual data reporting, annual rating.   |
| <b>Regulatory authorities</b>              | We cooperate with the regulatory authorities and comply with the laws that apply to our activities. Our company operates on the basis of transparency and legal compliance.  | Participation in events, reports to the authorities, consultations on new solutions.          |
| <b>Local communities</b>                   | Our company takes responsibility for society and co-operates with local communities. We believe it is an important value to have a positive impact on local communities, for example by creating jobs, supporting community programmes or environmental initiatives. | Press communication, social events, support for local communities.                            |
| <b>NGOs</b>                                | We partner with NGOs, which helps us achieve our environmental and social goals.   | Actions.  |
| <b>Clients</b>                             | Our sales staff carry out market analyses to identify new business opportunities and develop our services based on potential customer needs.   | Ongoing personal and online contact for assignments, press releases.                          |
| <b>Subcontractors</b>                      | We take great care in selecting our subcontractors to carry out outsourced work. Our company only works with subcontractors who are reliable and meet the ethical and quality standards of our company.  | Face-to-face and online contact.  |
| <b>Suppliers</b>                           | Our supplier relations are key to ensuring an efficient and smooth supply chain.   | Face-to-face and online contact.  |
| <b>Interest representing organisations</b> | Working with interest representing organisations allows us to better understand the expectations and rights of our employees, partners and other stakeholders.   | Trade unions, work council, health and safety representatives.                                |
| <b>Educational institutions</b>            | We welcome students from secondary and higher education institutions for factory visits or longer periods. Trans-Sped staff provide insights into the practical implementation of logistics at universities.   | We provide practical training opportunities for students, and announce internship programmes. |

# MATERIAL TOPICS

(GRI 3-1, GRI 3-2)

It is important for us that the material topics we introduce in this ESG report are the ones that we have a real impact on, so our materiality analysis is made up of several elements.

We carried out a materiality assessment involving external and internal stakeholders relevant to our operations. We collected issues that our company has an effect on from an environmental, social or governance perspective. We created an online questionnaire on potential material topics where our stakeholders rated the importance of the given sustainability issue related to operations of Trans-Sped on a scale of 1 to 10.

This year we have further developed the internal methodology of the materiality survey, as we directly contacted stakeholders (external and internal), thus making the identification of material topics more accurate. We invited our employees, suppliers, business partners and other stakeholders to complete our online questionnaire. Thanks to the cooperation of our stakeholders we mapped the impact of our operations and gained an in-depth overview of our activities that have the greatest impact on our stakeholders. In evaluating the responses received we took into account the differences in external and internal stakeholder responses, the issues prioritised by our managers and the relevance to Trans-Sped's values. We also took into account sustainability recommendations and benchmarks for the industry as well as the performance of our competitors when developing the list of material topics.

As a result of the survey we selected the material topics for the purposes of our report. These include topics that we as a responsible business place particular emphasis on in our strategy and in our sustainability objectives. We selected the five most important material topics to be presented here, and along with the other material topics we submitted them to the Board for approval.

We will continue to rely on the views of our stakeholders in selecting our key material topics, as our business philosophy is to work together with our partners, colleagues and all relevant stakeholders to build a sustainable future.



## MATERIAL TOPICS FOR TRANS-SPED IN 2023



### ENVIRONMENT

- Compliance with environmental regulations
- Energy use
- Greenhouse gas (GHG) emission
- Waste management



### SOCIETY

- Employees
- People-centred workplace culture
- Working with local communities
- Health and safety at work
- Training and education



### CORPORATE GOVERNANCE

- Responsible corporate governance
- Business Ethics and Compliance
- Quality management
- Risk management
- Sustainable procurement practices
- Reputation
- Digitalisation
- Data security

The top five topics identified as most relevant for 2023 are presented in order of importance in the list below. Our actions and achievements in these areas are described in more detail in our report.



Greenhouse  
gas emissions



Compliance with  
environmental  
regulations



Health and  
safety at work



Energy use



Digitalisation



# ENVIRONMENT

(GRI 3-3)

We offer complex logistics services covering the entire supply chain from customs clearance, freight forwarding and warehousing to arranging home delivery. Corporate social responsibility is part of our corporate culture with a focus on environmental impact. We manage our environmental performance through the ISO 14001 environmental management system.

## COMPLIANCE WITH ENVIRONMENTAL REGULATIONS

Compliance with environmental rules is not just an obligation for us, but a fundamental objective that contributes to the sustainable operation of our company and the achievement of our long-term goals. As a provider of logistics services optimising our energy use and reducing our emissions is a high priority and a way to lessen our negative environmental impact. We implement the environmental standards that apply to us in our internal rules and regulations and work in compliance with them. Compliance with environmental obligations such as waste management and emissions standards is important for the preservation of nature and a healthy environment and helps to foster a corporate culture of shared responsibility for the well-being of the communities we serve and for future generations.



## ENERGY CONSUMPTION

(GRI 302, GRI 302-1, GRI 302-2, GRI 302-3, GRI 302-4, GRI 302-5)

The operations of Trans-Sped involve significant fossil energy use, as the transport and logistics sector is responsible for a large share of global energy use. We are aware that at the current state of technological development full carbon neutrality is still a long-term goal, but we aim to achieve the carbon neutrality of our operations by 2050 in line with the targets set in the Paris Agreement. Over the past years we have introduced a number of initiatives to reduce our carbon footprint by increasing energy efficiency and reducing our use of fossil fuels.

There are many sustainability opportunities for the industry to reduce energy use and reduce environmental impact. In the transport sector alternative powertrains such as electric, hydrogen or hybrid vehicles offer significant potential for reducing emissions. At the same time the use of renewable energy sources such as solar or wind power is becoming increasingly widespread in logistics. Improving fuel efficiency, optimising route planning and integrating digital solutions such as real-time data-based transport planning can also be key to reducing fossil energy dependency. In addition, increasing the transparency and sustainability of supply chains is becoming increasingly important, in particular through the development and deployment of zero-emission technologies.

Trans-Sped had used the guidelines of the ISO 50001 energy management system introduced in 2016 to shape its energy management processes, which has been replaced by a corporate energy audit held every 4 years.

Our company has taken several innovative steps in energy efficiency. We heat and cool our own warehouses with heat pump solutions that use renewable energy. The lighting of buildings is provided by energy-efficient LED lights equipped with motion sensors, reducing unnecessary energy consumption. We also continuously monitor and optimise our energy use through energy audits. We consider the involvement of our employees to be key to efficiency. We present our energy saving measures in detail to our colleagues who provide additional ideas to help us improve energy efficiency.

In 2023 Trans-Sped made significant progress in increasing energy efficiency by implementing a comprehensive building monitoring system to continuously monitor energy consumption. As part of this, energy consumption is measured and analysed monthly, allowing us to react quickly in the event of abnormal operation and introduce energy saving measures where necessary. The system enables us to accurately monitor savings which was not previously possible due to the lack of accurate measurements. The system also allows for immediate intervention at a distance avoiding unnecessary heating and cooling electricity consumption.

In addition, we are constantly replacing our conventional forklift trucks with electric-powered equipment when the activity allows it. We can optimise the use of the solar energy generated by means of an electricity curve. For example, we try to charge the batteries of our electric forklifts, electric vehicles and refrigerated trailers between 10 am and 4 pm, the most favourable period.

We will continue to make our operations more sustainable while contributing to global climate goals through the continuous improvement of our energy management strategy and the application of innovative solutions. Our data collection processes were improved during the year and we also mapped our past energy use patterns. In order to provide a broad picture of our energy use we include data from previous years in this report.





## Trans-Sped energy consumption per site (GJ)

|                   |      | Electricity<br>consumption | electricity<br>purchased from<br>the grid | self-generated<br>electricity (solar) | Heating<br>consumption<br>(natural gas) |
|-------------------|------|----------------------------|---|---------------------------------------|---|
| <b>Debrecen</b>   | 2021 | 3 118.151                  | 3 118.151                                 | -                                     | 400.163                                 |
| <b>Debrecen</b>   | 2022 | 3 202.002                  | 1 863.090                                 | 1 338.912                             | 250.669                                 |
| <b>Debrecen</b>   | 2023 | 3 179.266                  | 1 191.814                                 | 1 987.452                             | 191.710                                 |
| <b>Nagytarcsa</b> | 2021 | -                          | -   | -                                     | -                                       |
| <b>Nagytarcsa</b> | 2022 | 1 287.338                  | 1 287.338                                 | -                                     | 612.324                                 |
| <b>Nagytarcsa</b> | 2023 | 1 611.540                  | 1 611.540                                 | -                                     | 442.252                                 |
| <b>Budapest</b>   | 2021 | 17.910                     | 17.910                                    | -                                     | -                                       |
| <b>Budapest</b>   | 2022 | 22.558                     | 22.558                                    | -                                     | -                                       |
| <b>Budapest</b>   | 2023 | 28.667                     | 28.667                                    | -                                     | -                                       |
| <b>Környe</b>     | 2021 | 528.095                    | 528.095                                   | -                                     | -                                       |
| <b>Környe</b>     | 2022 | 1 380.251                  | 1 306.631                                 | 73.620                                | -                                       |
| <b>Környe</b>     | 2023 | 1 461.478                  | 1 170.022                                 | 291.456                               | -                                       |
| <b>Tata</b>       | 2021 | 1 303.546                  | 1 303.546                                 | -                                     | 831.860                                 |
| <b>Tata</b>       | 2022 | 866.578                    | 866.578                                   | -                                     | 657.132                                 |
| <b>Tata</b>       | 2023 | 781.787                    | 781.787                                   | -                                     | 495.656                                 |
| <b>Tatabánya</b>  | 2021 | 898.722                    | 898.722                                   | -                                     | 136.911                                 |
| <b>Tatabánya</b>  | 2022 | 541.222                    | 541.222                                   | -                                     | 125.982                                 |
| <b>Tatabánya</b>  | 2023 | 348.836                    | 348.836                                   | -                                     | -                                       |
| <b>Total</b>      | 2021 | 5 866.423                  | 5 866.423                                 | -                                     | 1 368.934                               |
| <b>Total</b>      | 2022 | 7 299.949                  | 5 887.417                                 | 1 412.532                             | 1 646.106                               |
| <b>Total</b>      | 2023 | 7 411.574                  | 5 132.666                                 | 2 278.908                             | 1 129.618                               |

Our electricity use increased only slightly, by less than 2% compared to 2022, while the amount of electricity purchased decreased. We achieved a positive change within the mix of use with 31% of all electricity used coming from renewable energy sources in 2023. Thanks to raising the awareness of our employees and the measures we have taken we achieved a significant reduction in our natural gas consumption, helped by more favourable weather conditions.

## Trans-Sped fuel consumption (GJ)

|                                      |             | 2021           | 2022        | 2023        |
|--------------------------------------|-------------|----------------|-------------|-------------|
| <b>Lorry</b>                         | Gas oil     | 135 641.448    | 135 533.289 | 151 434.823 |
| <b>Electric semi-trailer-tractor</b> | Electricity | - <sup>2</sup> | 7.074       | 171.216     |
| <b>Passenger car</b>                 | Petrol      | N/A            | N/A         | 4 217.600   |
| <b>Passenger car</b>                 | Gas oil     | N/A            | N/A         | 2 504.357   |
| <b>PB forklift</b>                   | Pb gas      | 1 101.654      | 1 123.918   | 1 347.708   |
| <b>LPG forklift</b>                  | Car gas     | 341.503        | 291.942     | 282.407     |

We added 10 new MAN semi-trailer-tractors to the fleet of Trans-Sped in 2023. The new tractors contribute to our sustainability goals in many ways as they consume 1-3 litres less fuel than the previous ones, which reduces our emissions. By modernising our fleet we have reduced repair times and costs, which allowed us to increase our efficiency. Trans-Sped is placing a strong emphasis on sustainability when renewing its fleet of trucks, keeping the technological conditions in mind. The new tractors are EURO 6 rated and therefore meet the strictest environmental standards. The vehicles purchased in 2023 include 2 1-axle and 6 2-axle vehicles with lower rolling resistance than the multi-axle versions, which means that they have lower fuel consumption and lower emissions as well.

In addition to the modernisation and proper maintenance of our fleet we also aim to reduce the amount of fuel consumed for non-transport purposes. In 2023 a gas station was installed at our Tiszaújváros site, which enabled the lifting machines working near the station to refuel locally.

Our company is committed to presenting its sustainability performance in a transparent way to stakeholders, and we therefore strive to improve and automate our internal data collection processes.

<sup>2</sup> We commissioned our electric tractor in 2022.



## THE TOTAL ENERGY CONSUMPTION OF TRANS-SPED

|   | Unit of measurement | 2021        | 2022        | 2023        |
|---|---------------------|-------------|-------------|-------------|
| <b>Electricity</b>  | GJ/year             | 5 866.423   | 7 299.949   | 7 411.574   |
| <b>Natural gas (conventional, fossil)</b>                             | GJ/year             | 1 368.934   | 1 646.106   | 1 129.618   |
| <b>Petrol</b>   | GJ/year             | N/A         | N/A         | 4 217.600   |
| <b>Gas oil<sup>3</sup></b>  | GJ/year             | 135 641.448 | 135 533.289 | 153 939.180 |
| <b>Additional diesel fuel consumption (for refrigerated vehicles)</b> | GJ/year             | N/A         | 5 639.208   | 6 019.925   |
| <b>PB gas (forklift)</b>  | GJ/year             | 1 101.654   | 1 123.918   | 1 347.708   |
| <b>LPG (forklift)</b>   | GJ/year             | 341.503     | 291.942     | 282.407     |
| <b>Total</b>  | GJ/year             | 144 319.962 | 151 534.412 | 174 348.012 |

The energy consumption of Trans-Sped shows significant changes in 2023 compared to the previous year. The total energy consumption in 2022 was 151 534.412 GJ, while in 2023 it increased to 174 348.012 GJ, an increase of 15%. However, there was a decrease in natural gas and LPG consumption. Natural gas consumption decreased by 31% indicating increased efficiency and an increased use of alternative energy sources.

In 2023 our diesel consumption was up 14% on the previous year, driven by an increase in fleet mileage and loaded mileage.



<sup>3</sup> The 2021 and 2022 figures for diesel consumption do not include the annual consumption of passenger cars.



## Energy efficiency

We take sustainability into account during the construction of our new sites. We use modern LED lighting and heat the offices with a renewable energy heat pump system. Energy saving has become an important consideration in the procurement of various support equipment, and we are aiming to increase the number of electric forklift trucks in the coming years. In the spirit of green energy use we have launched a comprehensive energy efficiency programme in our warehouse operations and installed solar arrays on the roofs of our warehouse buildings in 2022.

Our actions in recent years have contributed to improving energy efficiency in both electricity and gas consumption.

### Our energy efficiency indicators

|  | 2021         | 2022         | 2023         |
|--|--------------|--------------|--------------|
| Electricity consumption (GJ)                     | 5 866.423    | 7 299.949    | 7 411.574    |
| Operational area (m <sup>2</sup> )               | 78 959       | 99 044       | 104 404      |
| <b>Electricity consumption per m<sup>2</sup></b> | <b>0.074</b> | <b>0.074</b> | <b>0.071</b> |
| Natural gas consumption (GJ)                     | 1 368.934    | 1 646.106    | 1 129.618    |
| Operational area (m <sup>2</sup> )               | 78 959       | 99 044       | 104 404      |
| <b>Natural gas consumption per m<sup>2</sup></b> | <b>0.017</b> | <b>0.017</b> | <b>0.011</b> |

In our transport business we are committed to investing in the modernisation of our fleet to help reduce our carbon footprint. The average age of our EURO 6 vehicles is 1.5 years. Our drivers are trained and encouraged to adopt optimal driving practices and we have introduced specific freight-forwarding software to help them choose optimal routes. To monitor our fuel consumption on a performance basis we have established Energy Performance Metrics (ETMs) that help us make our energy use transparent and achieve the company's environmental objectives.

## Energy performance of heavy goods vehicles

| Year        | Fuel consumption of heavy goods vehicles | ETM fuel [litres per 100 km covered] | ETM utilisation % [km loaded/km covered] | ETM [litres per 100 km covered] |
|-------------|--|--------------------------------------|--|---------------------------------|
| <b>2021</b> | 3 767 818                                | 26.600                               | 90.6                                     | 29.354                          |
| <b>2022</b> | 3 764 813.58                             | 26.222                               | 81.6                                     | 32.140                          |
| <b>2023</b> | 4 206 522.85                             | 26.434                               | 84.0                                     | 31.486                          |

Although fuel consumption increased in 2023, better vehicle utilisation meant that total kilometres covered increased by 10% and total kilometres loaded increased by 14%.





## GREENHOUSE GAS EMISSIONS

(GRI 305, GRI 305-1, GRI 305-2, GRI 305-3, GRI 305-4, GRI 305-5, GRI 305-7)

At the heart of the fight against climate change is the assessment and reduction of our carbon footprint in line with European and national sustainability goals. Achieving carbon neutrality by 2050 is part of our long-term sustainability strategy. The starting point for our climate protection efforts is to systematically measure and monitor our emissions in order to get an accurate picture of the sources of our environmental impact. We use this data to develop our emission reduction solutions.

Trans-Sped aims to measure and reduce its carbon footprint to achieve sustainable development and the climate goals. For 2022 and 2023 the company determined its emissions according to the GHG (Greenhouse Gas) Protocol framework. Trans-Sped hired an external expert for the GHG calculations who also conducted a workshop to prepare the company's responsible employees for the carbon footprint calculations. During the process we mapped our energy consumption processes which resulted in a more accurate data reporting on 2022 as well.

The calculations used the GHG Protocol Corporate Standard tools with a focus on the determination of emission factors. For Scope 2 emissions updated emission factors were used to ensure more accurate results. The data collected during the calculations were recorded in Excel files where details of the calculation methods can be found.



**Scope 1 emissions** come from stationary consumption such as natural gas used for heating as well as LPG and PB consumption in forklift trucks. In 2022 the Scope 1 emissions of Trans-Sped were 11 830 tonnes of CO<sub>2</sub> equivalent (tCO<sub>2</sub> e) increasing to 13 427 tCO<sub>2</sub> e in 2023, an increase of 14%. Our activity is dominated by transport emissions which accounted for 64.5% of Scope 1 emissions in 2023. The emissions of the company's fleet are determined based on the fuel consumption of the vehicles and the kilometres covered, taking into account different load factors. For refrigerated vehicles emissions from diesel engines used for refrigeration were also included in Scope 1 emissions.

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**Scope 2 emissions** come from the use of purchased electricity. In 2022 Scope 2 location-based emissions were 363 tCO<sub>2</sub> e, while in 2023 they were 316 tCO<sub>2</sub> e, a 13% reduction. Market-based emissions were 528 tCO<sub>2</sub> e in 2022 and decreased to 459 tCO<sub>2</sub> e in 2023. The reduction is mainly due to the company's own solar panels which generate renewable energy.

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Currently we do not have calculations of our **Scope 3 emissions** i.e. other indirect emissions as the data is not available, but we aim to do so in the future. This is not mandatory under the GHG Protocol Corporate Standard, but in the long term it could be an important element in accurately determining the company's overall carbon footprint.

The results show that Scope 1 emissions increased by 14% from 2022 to 2023 in line with the company's increasing energy use. **At the same time, Scope 2 emissions decreased due to a higher use of renewable energy.**

Our company aims to further develop its emission reduction strategy and continuously monitor changes in GHG intensity. To this end, we are planning to carry out quarterly monitoring and, in the longer term, an accurate determination of and data collection on Scope 3 emissions to gain an even more comprehensive picture of the company's overall environmental impact.



## Trans-Sped Scope 1 and Scope 2 emissions

| GHG Protocol calculations                     | 2022      |                    | 2023      |                    | Change |
|---|-----------|--------------------|-----------|--------------------|--------|
| Scope 1                                       |           |                    |           |                    |        |
| Stationary emissions                          | 165.51    | tCO <sub>2</sub> e | 151.53    | tCO <sub>2</sub> e |        |
| Transport emissions                           | 11 664.35 | tCO <sub>2</sub> e | 13 275.42 | tCO <sub>2</sub> e |        |
| Scope 1 total                                 | 11 829.86 | tCO <sub>2</sub> e | 13 426.95 | tCO <sub>2</sub> e | 114%   |
| Scope 2                                       |           |                    |           |                    |        |
| Purchased electricity - on a locational basis | 362.86    | tCO <sub>2</sub> e | 316.34    | tCO <sub>2</sub> e |        |
| Purchased electricity - market based          | 527.67    | tCO <sub>2</sub> e | 459.98    | tCO <sub>2</sub> e |        |
| Total Scope 1 and Scope 2 (location-based)    | 12 192.72 | tCO <sub>2</sub> e | 13 743.29 | tCO <sub>2</sub> e | 113%   |
| Total Scope 1 and Scope 2 (market-based)      | 12 357.53 | tCO <sub>2</sub> e | 13 886.93 | tCO <sub>2</sub> e | 112%   |

## Trans-Sped GHG intensity

|                        | 2022  | 2023  |                       |
|------------------------|---|---|-----------------------|
| GHG intensity          | Based on turnover (tCO <sub>2</sub> e/ billion HUF) | Based on turnover (tCO <sub>2</sub> e/ billion HUF) | Based on turnover (%) |
| Scope 1                | 364.21  | 429.09  | 118                   |
| Scope 2 location-based | 11.17   | 10.11   | 90                    |
| Scope 2 market-based   | 16.25   | 14.70   | 90                    |

Pursuant to the provisions of Government Decree on air protection, we have done the necessary reporting regarding the sprinkler diesel engine exhaust source of our automatic extinguishing system which emits the following pollutants: PM10, carbon monoxide and nitrogen oxides.

## WASTE MANAGEMENT

(GRI 306, GRI 306-1, GRI 306-2, GRI 306-3, GRI 306-4, GRI 306-5)

Trans-Sped does not generate significant amounts of waste as a result of its activities, nevertheless, we think it is our responsibility to reduce the environmental impacts of our operations in all areas including waste generation. In recent years we have taken a number of measures to ensure that our waste management practices are transparent, known and understood by all employees, and that waste is properly recycled. The amount of waste generated at our sites is heavily dependent on our suppliers, so we are keen to optimise the use of materials in our supply chain. Our aim is to raise awareness among our partners of the importance of taking measures to reduce waste and to help them adopt more sustainable packaging practices.

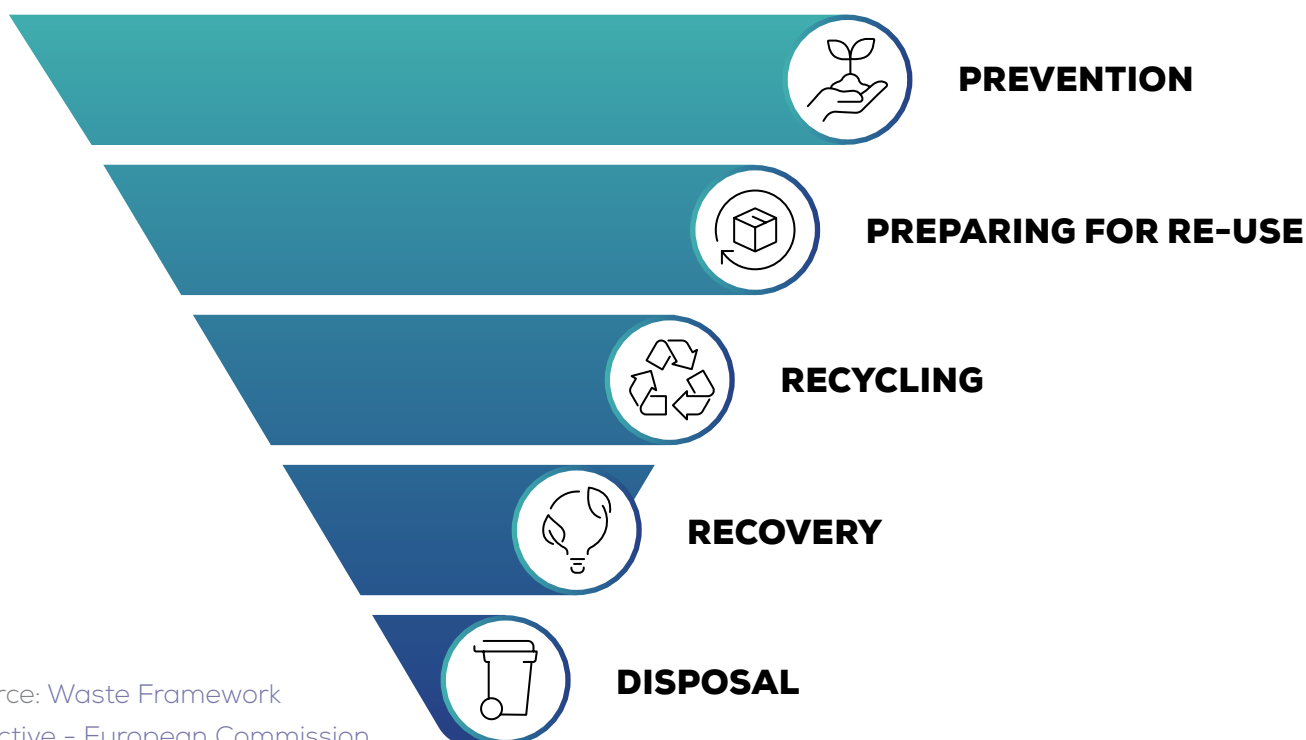
We pay special attention to waste management in our operations such as selective collection, recycling and paperless operations. We have gradually introduced selective waste collection at our sites over the last few years. In our Eger office and at our warehouse centre in Szirmabesenyő which opened in 2023 selective waste collection was a standard feature from the outset.

Trans-Sped's waste management strategy is in line with the EU's plan to achieve a circular economy, which includes reducing waste from production processes and recycling as much of the waste generated as possible. Recycling allows materials to re-enter the material cycle as raw materials, thereby reducing global resource use. Our strategy is based on the EU's waste pyramid principle, which means that we aim to reduce the use of materials such as packaging materials thus preventing waste generation. We look at the reuse potential of the waste we generate first in-house and, where it is not an option, we transfer it to our contracted partners, primarily for recycling.

A small proportion of Trans-Sped's waste is disposed of, as we seek to recycle as much of the waste from the site as possible back into the economic cycle.



## Waste pyramid



Our waste management activities cover the collection of selective waste at each site and its transfer to treatment operators. We do not always have information on the treatment of waste handed over to external partners.

As a responsible company we believe it is important to monitor our waste management processes in order to minimise waste generation. The amount of waste generated at our sites is reported by our colleagues to the waste management officer in charge. Sub-optimal management solutions will be reconsidered and replaced by more sustainable operations. By improving our processes we aim to promote a circular economy, which will reduce our environmental impact and save costs.

As of 1 July 2023 MOL Waste Management Ltd. brings together third parties involved in waste management and coordinates the collection and treatment of waste in Hungary. Trans-Sped has fulfilled its obligation and registered on the MOHU Partner Portal. We transfer the waste generated by our activities to an authorised waste management partner for disposal or recovery.

## The main types of waste generated by the activities of the business lines:



### TRANSPORT

- Used tyres



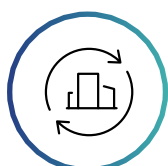
### WAREHOUSE LOGISTICS

- Paper and cardboard packaging waste
- Plastic packaging waste



### LOGISTICS TECHNOLOGY

- Packaging waste containing or contaminated with hazardous substances as residues
- Waste metal packaging, empty propellant bottles
- Absorbents contaminated with hazardous substances, filter materials, wipes, protective clothing



### ALL BUSINESS LINES

- Documents to be destroyed

We collect our worn tyres and hand them over to our MOHU partner for recycling. The servicing of our own vehicles is carried out by external brand service providers so we have no waste from this activity. Several types of hazardous waste is generated in our logistics technology business through the operation and maintenance of machinery and equipment due to the use of auxiliary materials, and we treat them in accordance with the legal requirements.

## Trans-Sped strives to

- continuously reduce the amount of waste generated on the sites,
- avoid using dangerous substances,
- reduce the types of dangerous substances used,
- reuse waste as raw material.

We keep a unified record of waste generated in line with legal requirements, and use the data in the system to fulfil our waste declaration obligations.

Awareness among our staff is key to achieving real results from our waste reduction programmes while maintaining efficiency. We organise regular education programmes across the organisation to support our staff in understanding and applying waste collection and management policies.





**Over the years several campaigns have been launched that specifically required the active involvement of staff.**

**RE-MOBIL** campaign, a 5-site collection campaign for used mobile phones.

**Used battery collection programme**, where staff collect used batteries from households and sites.

Paper and cardboard packaging is one of the most common types of waste generated by our activities.

**Our actions to reduce paper and paper waste:**

- Digitalisation of internal processes e.g.: staff onboarding and offboarding
- Scanning and electronic transmission of transport documents
- Moving posters and communication publications online
- Introduction of an electronic signature process
- Tap on Mobile payment process application

**To reduce paper use** we have introduced E-signature, a method that facilitates the fast and paperless signing of business documents. It has made our administrative processes more flexible by allowing our staff to sign from anywhere. In addition, the digital solution offers greater security than paper signatures, supporting the increasingly stringent data security requirements.

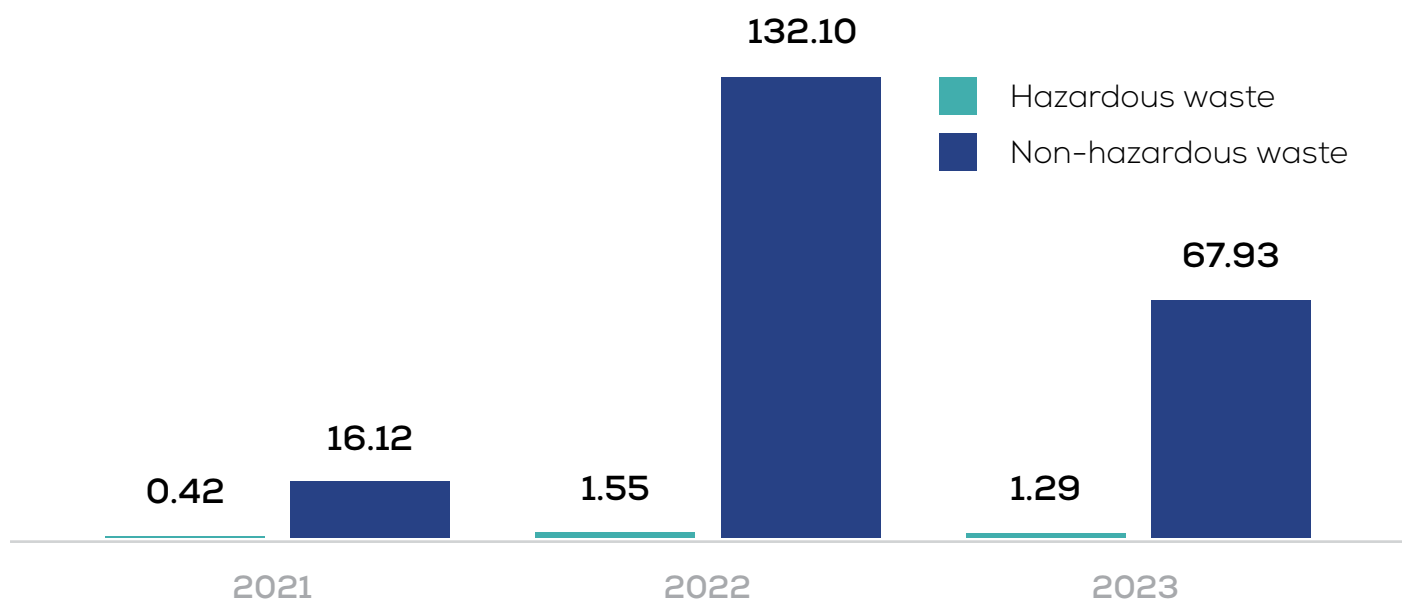
We promote an environmentally responsible solution in all areas in our operations. To this end – even though the paper waste generated during parcel delivery is small in volume – at the end of 2023 we replaced traditional POS terminals with a unique **paperless mobile payment** process for our couriers.

TRANS-SPEED



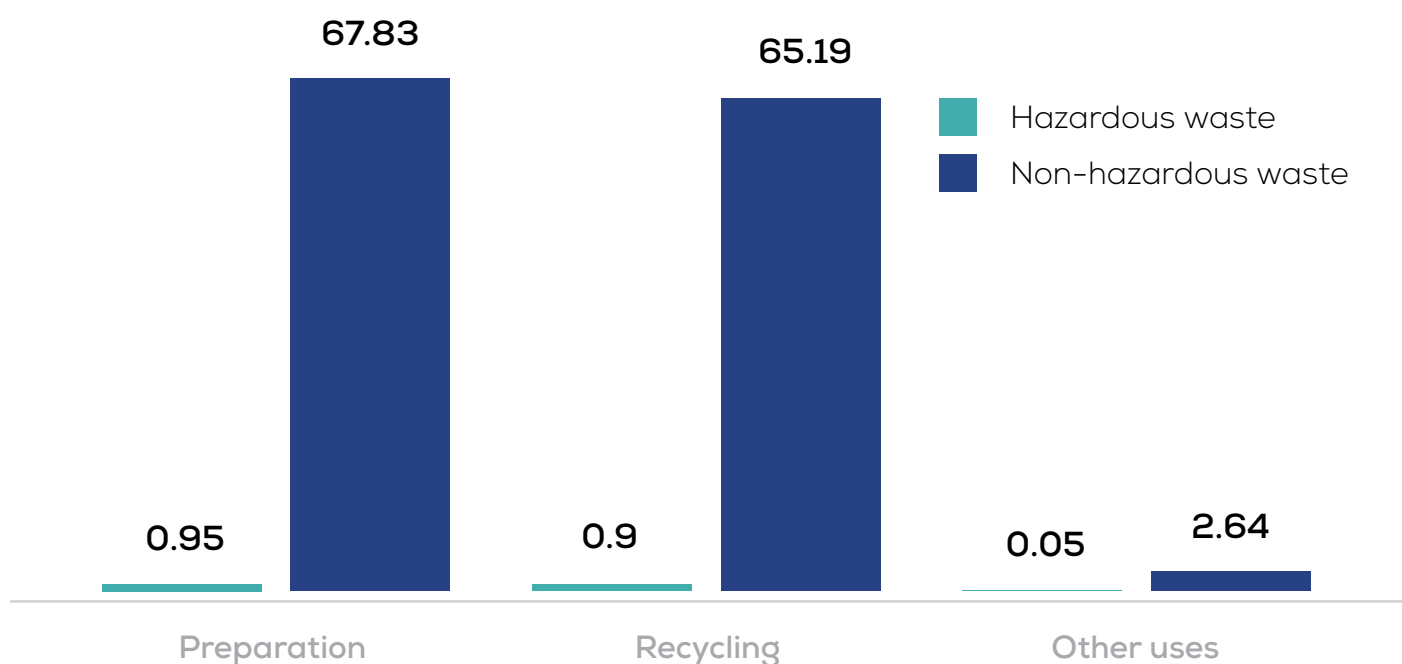
## Waste generated at Trans-Sped sites (tonnes)

|                     | 2021         | 2022          | 2023         |
|---------------------|--------------|---------------|--------------|
| Hazardous waste     | 0.42         | 1.55          | 1.29         |
| Non-hazardous waste | 16.12        | 132.10        | 67.93        |
| <b>Total</b>        | <b>16.54</b> | <b>133.65</b> | <b>69.22</b> |



## Recycled waste in 2023 (tonnes)



|                     | Preparation | Recycling | Other uses |
|---------------------|-------------|-----------|------------|
| Hazardous waste     | 0.95        | 0.90      | 0.05       |
| Non-hazardous waste | 67.83       | 65.19     | 2.64       |



## Waste sent for disposal in 2023 (tonnes)

|                     | Burning with<br>energy recovery | Burning without<br>energy recovery | Landfill | Other disposal |
|---------------------|---------------------------------|------------------------------------|----------|----------------|
| Hazardous waste     | 0.34                            | 0                                  | 0        | 0              |
| Non-hazardous waste | 0.10                            | 0                                  | 0        | 0              |

## Waste recovered and sent for disposal (tonnes)

|  | 2022  | 2023  |
|--|-------|-------|
|  Dangerous waste transferred for re-use   | 1.16  | 0.95  |
| Non-hazardous waste transferred for use  | 132.1 | 67.83 |
|  Hazardous waste transferred for disposal | 0.4   | 0.34  |
| Non-hazardous transferred for disposal   | 0     | 0.1   |

Compared to 2022 we achieved a reduction of 49% for all non-hazardous waste types. We also achieved a reduction in the number of used tyres partly thanks to the driver training courses which significantly reduced the rate of tyre wear. Only 2% of the waste generated in 2023 was hazardous, a slight increase compared to the amount of waste generated in 2022. The increase in hazardous waste is consistent with the increase in the volume of maintenance work, which is also the case for the 2023 result. 99.% of the waste generated was passed on to partners for recovery.





## Waste-free goods handling

The company's non-hazardous waste includes warehouse logistics waste such as paper, cardboard and foil which does not originate from our own activities but from repackaging goods belonging to customers or unloading containers.

At Trans-Sped we are committed to minimising the amount of waste generated in the logistics sector which is a significant waste generator especially in the form of plastic and paper. Our company collects waste from warehouses and handling operations selectively and sends it to contracted partners. However, separate collection may be carried out at the request of the customer in which case the customer is responsible for the removal of the waste generated.

In the past some businesses produced huge volumes of paper documentation which we have now been able to replace in whole or in part, thanks to digital developments.

We see waste reduction as an important task to help alleviate the global problem of plastic pollution. With the customer's approval Trans-Sped aims to replace the previous filler material that was used in the packaging of goods with a sustainable solution. This is produced on-site by shredding the collection packaging that is no longer used and destined for waste.

In order to reduce waste from film packaging in 2023 we examined the market opportunities for replacing plastic films. Among the currently available solutions we have not yet found any that could replace plastic packaging in an economical way.



## TOWARDS GREEN E-COMMERCE

Our waste reduction measures include the reuse of cardboard packaging material and the elimination of shipping packaging in retail deliveries. We launched our environmentally friendly freight delivery service ZERO at the end of 2021. We replaced single-use packaging with reusable plastic crates of different sizes thus reducing waste and our environmental impact with it. We first introduced the service at our fulfilment centre in Nagytarcsa, enabling packaging-free delivery to our e-commerce partners in and around Budapest. Our ZERO packaging-free delivery service is an outstanding opportunity for e-tailers to make their operations more sustainable.

**We are proud that our service became available nationwide at the end of 2023.** It is our success that we added further partners to the ZERO delivery circle in the same year.

**62 245**  
**packages**  
delivered

**~40 000 kg**  
of packaging  
material saved

**3000+**  
lockable, washable,  
reusable crates

**With our ZERO service we want to further reduce our environmental footprint, so our long-term strategic goals include the use of electric cars for delivery.**

### Trans-Sped ZERO round-table discussion

As a well-known logistics business our development is based on looking to the future. We are constantly evolving and from time to time we introduce new services to help our partners green their supply chain.

In 2023 we organised our online professional discussion forum on sustainability entitled "Your neighbour's shop is always greener", where several companies shared their experiences on sustainable solutions in the retail sector.

You can find the recording of the conversation here:  
[Link](#)



# SOCIAL ENGAGEMENT

(GRI 3-3, GRI 2-30)

**We run the company in a people-centred way, with an open dialogue with our employees about our decisions and their preparation.**

As part of our social responsibility we place a strong emphasis on the well-being of our employees, promote work-life balance and work to create a healthy and safe working environment for all our employees.

In addition, we believe it is important to support local communities, to promote development and create long-term value through our good relations with educational institutions. We believe that the wellbeing of our employees contributes to the long-term success of the company, and our actions and ambitions are based on this.

Our employees play a key role in ensuring business continuity, so ensuring their appreciation, well-being and optimal working conditions is a key task for Trans-Sped. Our managers and expert colleagues are working to put in place measures to enhance the well-being of our employees. In this process we involve our colleagues and their representatives in order to find solutions that best meet their needs. We create safe and appropriate working conditions that build and strengthen the loyalty of our employees.

To actively engage colleagues and promote a two-way communication between management and employees we have launched our „A Coffee with the CEO“ programme which provides an opportunity for informal discussions and mutual exchange. All employees can ask questions and make suggestions in dedicated meetings held at regular intervals, creating an opportunity for colleagues to interact directly with management, thus fostering transparency and a spirit of community within the company.





Our company has a collective agreement that covers all employees. The Trans-Sped Workers' Union was established in 2022 providing a formal way of mutual representation of interests between employer and employees. The union gives workers the opportunity to express their needs, concerns and suggestions in a structured, formal framework. Our company is able to respond to workers' needs promptly and take the necessary action, thus contributing to increased job satisfaction and engagement.

In addition to the Collective Agreement and the Organisational and Operational Rules, issues relating to employee well-being are set out in other regulatory documents which cover, among other things:

- Human resources management
- The bonus system
- The optional fringe benefits scheme (cafeteria)
- Remote work

To make sure that our colleagues have access to the information they need from the moment they join us, we make all relevant documents available on our internal communication platform, the TS App. On this interface there is a dedicated section for HR, where colleagues can read in detail about training, benefits, the monthly payroll process, and browse through common questions that can help them in their daily work. This FAQ will help colleagues to broaden their knowledge and find practical information for their day-to-day work.

Our recruitment processes also improved a lot in 2023. Our GDPR-compliant system launched at the end of 2022 simplified communication with managers and candidates. All the useful information is available through the TS App and we also introduced a 'Q&A' section for ease of reference.

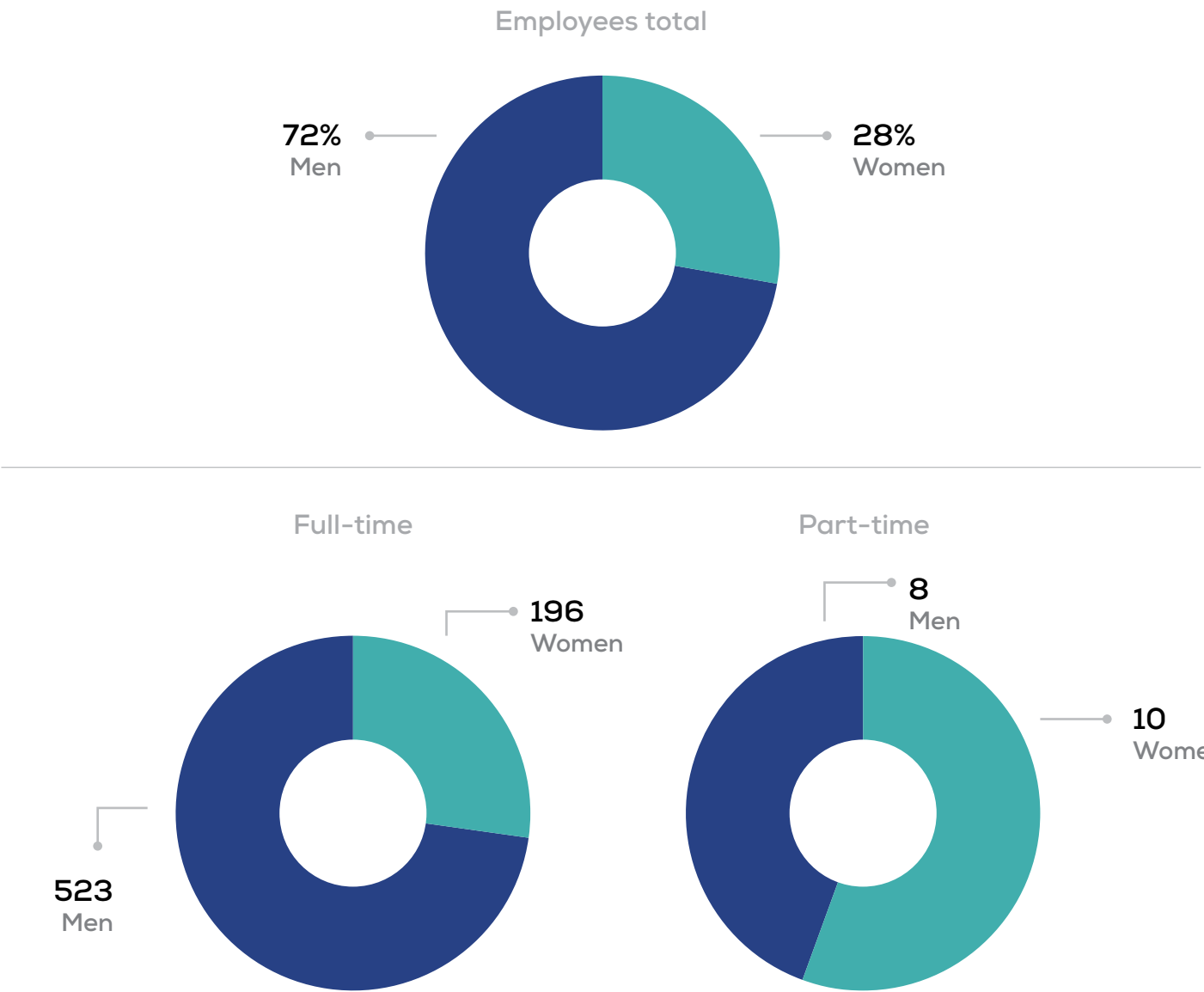
We set a similar goal for manual jobs:

- a well-oiled and consistent recruitment process,
- full traceability of job applications.

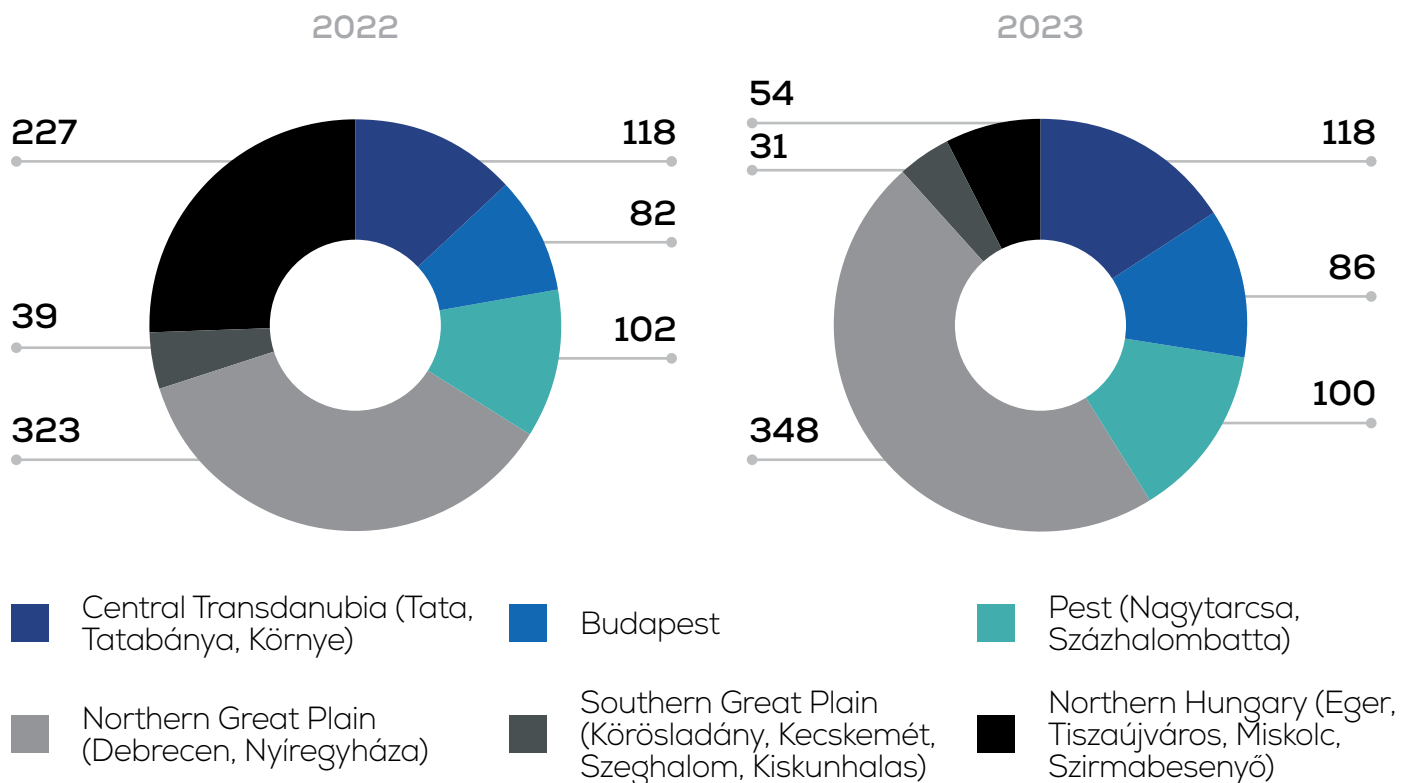
**TRANS-SPED EMPLOYEES**  
**(GRI 2-7, GRI 2-8, GRI 401, GRI 401-1, GRI 401-2, GRI 401-3)**

The staff figures reflect the situation at the end of the reporting period, 31 December 2023. In 2023 Trans-Sped Ltd. employed 737 people of which 206 were women and 531 were men.

Number of employees in 2023 (persons)



## Number of persons employed by region (persons)

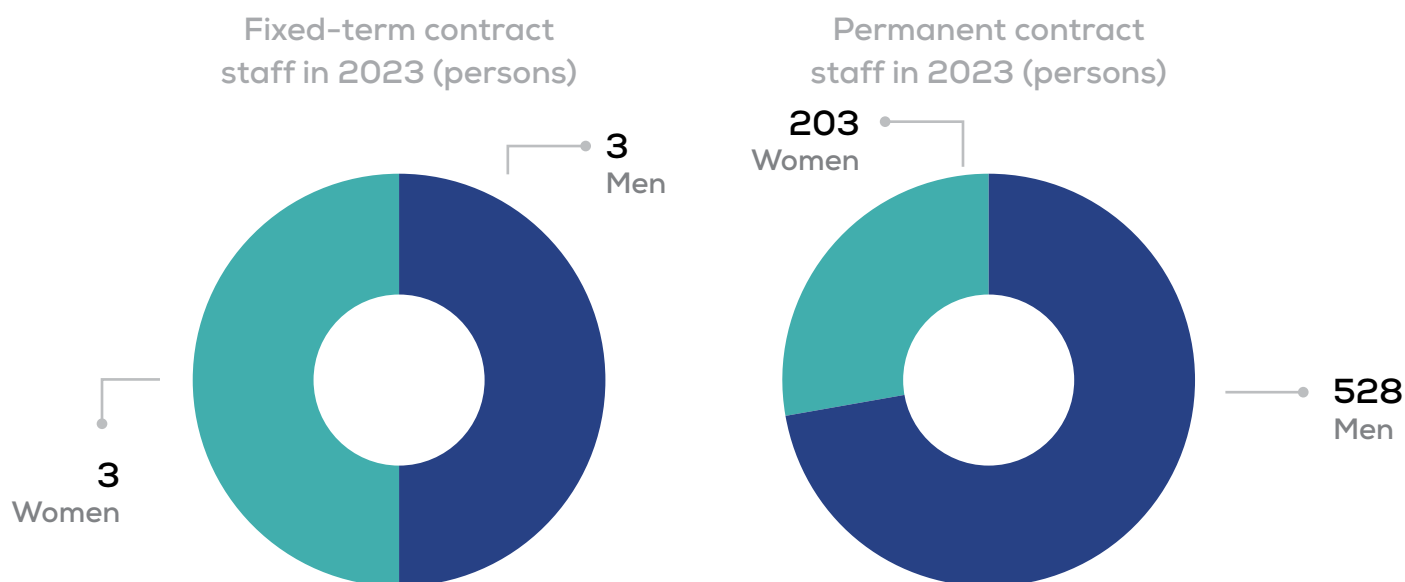


In the Northern Great Plain region we created new jobs with the inauguration of the warehouse in Debrecen in 2023, which resulted in a slight increase in the number of employees in this region.

At our Tiszaújváros site 161 employees were taken over by another logistics company in a continuing employment contract in the last quarter of 2023 – related to our former activities in third party goods and polymer logistics at MOL Petrochemical Ltd. – this explains the striking change in the number of employees for the two years presented.







Non-guaranteed working time: **14 persons**

Contract of employment: **3 persons**

Number of temporary agency workers: **10 persons**

Our company also hires workers as non-employees. In 2023 the number of temporary workers decreased compared to the previous year. In these cases the most common employment practices are simplified employment and temporary agency work. As in previous years, these workers supported our operations in easy-to-learn operational positions such as manual and mechanical material handling and administrative activities.

We settle contractual obligations with non-employees in accordance with the law. We conclude employment contracts with casual workers on the basis of Act LXXV of 2010 and always notify the competent authority of simplified employment in a timely manner. The rights and obligations of temporary workers are governed by the contract between the temporary employment agency and Trans-Sped.

## Trans-Sped by region and employment (persons)

**2023**

**Total number of staff (persons)**

| Regions   | Men        | Women      | Total      |
|---|------------|------------|------------|
| Central Transdanubia (Tata, Tatabánya, Környe)                        | 82         | 36         | 118        |
| Budapest  | 41         | 45         | 86         |
| Pest (Nagytarcsa, Százhalombatta)                                     | 60         | 40         | 100        |
| Northern Great Plain (Debrecen, Nyíregyháza)                          | 270        | 78         | 348        |
| Southern Great Plain (Körösladány, Kecskemét, Szeghalom, Kiskunhalas) | 27         | 4          | 31         |
| Northern Hungary (Eger, Tiszaújváros, Miskolc, Szirmabesenyő)         | 51         | 3          | 54         |
| <b>Total</b>  | <b>531</b> | <b>206</b> | <b>737</b> |

| Fixed-term, part-time workers   | Men      | Women    | Total    |
|---|----------|----------|----------|
| Central Transdanubia (Tata, Tatabánya, Környe)                        | 0        | 0        | 0        |
| Budapest  | 1        | 2        | 3        |
| Pest (Nagytarcsa, Százhalombatta)                                     | 0        | 0        | 0        |
| Northern Great Plain (Debrecen, Nyíregyháza)                          | 0        | 0        | 0        |
| Southern Great Plain (Körösladány, Kecskemét, Szeghalom, Kiskunhalas) | 0        | 0        | 0        |
| Northern Hungary (Eger, Tiszaújváros, Miskolc, Szirmabesenyő)         |          | 0        | 0        |
| <b>Total</b>  | <b>1</b> | <b>2</b> | <b>3</b> |

| Fixed-term, full-time workers   | Men      | Women    | Total    |
|---|----------|----------|----------|
| Central Transdanubia (Tata, Tatabánya, Környe)                        | 0        | 0        | 0        |
| Budapest  | 0        | 1        | 1        |
| Pest (Nagytarcsa, Százhalombatta)                                     | 0        | 0        | 0        |
| Northern Great Plain (Debrecen, Nyíregyháza)                          | 2        | 0        | 2        |
| Southern Great Plain (Körösladány, Kecskemét, Szeghalom, Kiskunhalas) | 0        | 0        | 0        |
| Northern Hungary (Eger, Tiszaújváros, Miskolc, Szirmabesenyő)         | 0        | 0        | 0        |
| <b>Total</b>  | <b>2</b> | <b>1</b> | <b>3</b> |

| Permanent, part-time workers  | Men      | Women    | Total     |
|---|----------|----------|-----------|
| Central Transdanubia (Tata, Tatabánya, Környe)                        | 0        | 1        | 1         |
| Budapest  | 2        | 4        | 6         |
| Pest (Nagytarcsa, Százhalombatta)                                     | 0        | 1        | 1         |
| Northern Great Plain (Debrecen, Nyíregyháza)                          | 5        | 2        | 7         |
| Southern Great Plain (Körösladány, Kecskemét, Szeghalom, Kiskunhalas) | 0        | 0        | 0         |
| Northern Hungary (Eger, Tiszaújváros, Miskolc, Szirmabesenyő)         | 0        | 0        | 0         |
| <b>Total</b>  | <b>7</b> | <b>8</b> | <b>15</b> |

| Permanent, full-time workers  | Men        | Women      | Total      |
|---|------------|------------|------------|
| Central Transdanubia (Tata, Tatabánya, Környe)                        | 82         | 35         | 117        |
| Budapest  | 38         | 38         | 76         |
| Pest (Nagytarcsa, Százhalombatta)                                     | 60         | 39         | 99         |
| Northern Great Plain (Debrecen, Nyíregyháza)                          | 263        | 76         | 339        |
| Southern Great Plain (Körösladány, Kecskemét, Szeghalom, Kiskunhalas) | 27         | 4          | 31         |
| Northern Hungary (Eger, Tiszaújváros, Miskolc, Szirmabesenyő)         | 51         | 3          | 54         |
| <b>Total</b>  | <b>521</b> | <b>195</b> | <b>716</b> |

## NEW ENTRANTS AND STAFF TURNOVER

The primary goal of our HR policy is to retain staff and to create a stable community of employees with room for personal and professional development.

### Number of new entrants (persons)

**2023**

**Total number of staff (persons)**

| Regions   | Men        | Women     | Total      |
|---|------------|-----------|------------|
| Central Transdanubia (Tata, Tatabánya, Környe)                        | 35         | 12        | 47         |
| Budapest  | 13         | 11        | 24         |
| Pest (Nagytarcsa, Százhalombatta)                                     | 37         | 22        | 59         |
| Northern Great Plain (Debrecen, Nyíregyháza)                          | 131        | 10        | 141        |
| Southern Great Plain (Körösladány, Kecskemét, Szeghalom, Kiskunhalas) | 1          | 1         | 2          |
| Northern Hungary (Eger, Tiszaújváros, Miskolc, Szirmabesenyő)         | 35         | 1         | 36         |
| <b>Total</b>  | <b>252</b> | <b>57</b> | <b>309</b> |

### Number of staff leaving (persons)

**2023**

**Total number of staff (persons)**

| Regions   | Men        | Women     | Total      |
|---|------------|-----------|------------|
| Central Transdanubia (Tata, Tatabánya, Környe)                        | 32         | 12        | 44         |
| Budapest  | 8          | 10        | 18         |
| Pest (Nagytarcsa, Százhalombatta)                                     | 43         | 18        | 61         |
| Northern Great Plain (Debrecen, Nyíregyháza)                          | 89         | 15        | 104        |
| Southern Great Plain (Körösladány, Kecskemét, Szeghalom, Kiskunhalas) | 7          | 3         | 10         |
| Northern Hungary (Eger, Tiszaújváros, Miskolc, Szirmabesenyő)         | 170        | 41        | 211        |
| <b>Total</b>  | <b>349</b> | <b>99</b> | <b>448</b> |

Exiting colleagues are interviewed by HR to better understand the reasons for their departure. If there are internal operational reasons behind the departure such as poorly organised work processes, we investigate these and take corrective action. Exit interviews can help to bring problems to the surface and prompt a rapid response from management. We plan to extend the current process in 2024 with a deeper analysis of the interviews.

## Evolution of staff turnover

|                    | 2022        | 2023        |
|--------------------|-------------|-------------|
| All staff          | 891 persons | 737 persons |
| Number of entrants | 378 persons | 309 persons |
| Number of quitters | 271 persons | 448 persons |
| New entrant rate   | 42.42%      | 41.93%      |
| Quit rate          | 30.42%      | 60.79%      |

Employee turnover increased by 30% at company level in 2023. The biggest contributor to the increase in turnover was the aforementioned staff changes at our Tiszaújváros site. In the Northern Hungary region 76% of the leavers are those Tiszaújváros employees who were taken over by another company with continued employment. If we did not take this transfer of business into account, staff turnover in 2023 would be 39%.

## Parental leave (persons)

| 2023   | Men | Women | Total |
|--|-----|-------|-------|
| Number of persons entitled to parental leave   | 1   | 18    | 19    |
| Number of people taking parental leave   | 1   | 18    | 19    |
| Number returning to work after the end of parental leave in the reporting period   | 0   | 0     | 0     |
| Total number of workers returning to work after the end of parental leave and still employed 12 months after returning to work | 0   | 8     | 8     |



## PEOPLE-CENTRED WORKPLACE CULTURE

(GRI 2-18, GRI 2-19, GRI 2-20, GRI 405, GRI 405-1)

### SUPPORTIVE AND FAMILY-FRIENDLY ATMOSPHERE

Our company places great emphasis on ensuring that employees find their place, feel comfortable and have the right working conditions. We provide all the conditions you need to work, be it tools, flexibility or support for professional development. The wellbeing of our staff is important, so we strive to create a working environment that ensures their physical and mental health.

In line with the Hungarian regulatory recommendations our company pays attention to helping families and strives to implement family-friendly operations as part of its social responsibility.

#### A family-friendly working environment

At Trans-Sped we believe that a family-friendly approach is a value with a positive social message, the role and importance of which is increasingly appreciated today. A family-friendly company not only results in more balanced and satisfied employees but also has a positive impact on the well-being of society as a whole. We are delighted that Trans-Sped was awarded the Family Friendly Workplace certification in 2023.

Winning the award is a credible proof of Trans-Sped's commitment to family-friendliness. It demonstrates our commitment to this approach and faithfully reflects the basic measures we have taken to achieve it. Each year our company organises a number of events that are open to the immediate families of employees. These events have a positive impact on community building and foster team spirit as well as a family-oriented company culture.

For us, it is fundamental to support work-life balance.



We are taking decisive steps to strengthen and develop a supportive employer culture that recognises family values and promotes work-life balance. Our teleworking policy allows office staff to work from home, which helps to create work-life harmony.

#### Our events in 2023:

- Santa Claus events
- Debrecen Drive (sponsor)
- Family day in Tata
- Fishing competitions
- Team building programmes on our sites

Open and transparent communication is part of our corporate culture, which is reflected in the informal connection among colleagues and openness from management. Honest and open dialogue is important to help resolve potential conflicts and problems and to strengthen workplace engagement. To support this, we launched a public question and answer session, „Make your Voice Heard“ several years ago, and continued our „A Coffee with the CEO“ initiative.



## RECOGNISING OUR EMPLOYEES

Our people are the foundation of our business so we value loyalty and appreciation as a key to our long-term success. Valued and committed employees not only deliver outstanding performance in the day-to-day operational tasks but also contribute to the sustainable development of the company and drive innovation. Trans-Sped places a high priority on the well-being and satisfaction of its employees which is also promoted through its remuneration practices.

### The remuneration principles of Trans-Sped:

- Competitive wages
- Performance-related pay
- Equal pay (equal pay for work of equal value)
- Training, development support

Our remuneration policies are administered by our HR staff. In all cases, the CEO decides on the company's remuneration practices.

**The key to our company's success lies in our dedicated employees. It is their perseverance, dedication and commitment that makes Trans-Sped the successful company we are today.**

We value the work and loyalty of our staff which we express through benefits and incentives beyond the basic salary. We believe it is important to provide our employees with well-being benefits that make a real contribution to their mental and physical health. Our benefits apply to both full-time and part-time employees. Benefits above basic salary are determined in accordance with the Bonus Scheme Policy and the Optional Fringe Benefits Scheme Policy.







## INCENTIVES, REWARDS

- **Company bonus**
- **Business sector bonus**
- **Individual premium**
- **Staff loyalty programme**
- **Optimal driving incentive scheme**
- **Reward**
- **Career model**



## WELL-BEING SOLUTIONS

- **Cafeteria programme**
- **Health insurance**
- **Stress and conflict management training**
- **“You can count on us” programme**
- **Support for sports events e.g.: running races**
- **Employee discounts**

## PERFORMANCE ASSESSMENT

In our company performance appraisal is becoming an increasingly important tool that can help improve operational efficiency, increase employee satisfaction and support resource management. In addition to measuring performance, it provides an opportunity to identify areas for improvement and, most importantly, a space for interactive communication between managers and their team. The system is designed to support sustainable operations through contribution to corporate goals and to promote employee development, which has an impact on workforce effectiveness. We strive to provide feedback on performance at all levels of the workforce, thus fostering development and a culture of dialogue.



## Staff loyalty programme

We see all our employees as equal and valued partners with whom we share our successes. We have created our staff loyalty programme as a way to show our gratitude to those who have worked with us for a longer period of time. The Trans-Sped Loyal Staff members are dedicated to the success of our company, and we celebrate 5, 10, 15, 20 and more milestone anniversaries as part of the programme. The dedication of our employees can serve as a model for new colleagues, and we also present the stories of our jubilee colleagues through personal interviews.

| Loyal Staff - number of years | Loyal Staff (persons) |
|-------------------------------|-----------------------|
| 5 years                       | 45                    |
| 10 years                      | 42                    |
| 15 years                      | 18                    |
| 20 years                      | 10                    |
| 25 years                      | 8                     |
| 30 years                      | 2                     |
| 35 years                      | 11                    |
| 40 years                      | 2                     |
| 45 years                      | 2                     |
| Total                         | 140                   |

## Optimal driving incentive scheme

Lorry drivers who have undergone driver training in previous years will automatically be included in the incentive scheme. Participants in the programme are measured and assessed on performance, including fuel consumption, average accelerator pedal position, brake use, downtime and engine revs. Those scoring 7 or above on a 10-point scale will receive a cash reward and will be given preference when distributing new vehicles to drivers.

## CONTRIBUTIONS

In addition to the Cafeteria, we offer our employees access to private healthcare. Our employees can use the contracted private health care provider for a number of examinations at no cost. In addition to their physical health we try to ensure their mental well-being through the „You can count on us“ programme and we constantly raise awareness of the importance of physical and mental health through targeted internal communication.

In addition to financial recognition the professional and personal development of our colleagues is also of paramount importance to us, so we provide opportunities for development through a number of internal and external training courses, conferences and professional events.

## Cafeteria programme

We are constantly developing and reviewing our remuneration system. Our flexible fringe benefits system gives employees the opportunity to choose their fringe benefits package from a defined budget and a range of benefits tailored to their current life situation. We review the optional fringe benefits available under the Cafeteria each year and, where we can offer employees a more favourable option than before, we will add new elements. If someone's living circumstances change and other fringe benefits are more appropriate, they have the option to change mid-year.

## „You can count on us“ programme

We provide our employees and their families with expert help on economic, psychological and legal issues, as required. We are available 365 days a year via a freephone green number to help answer questions and help people through their difficulties. In this way, we can also help them to achieve a balanced and calm state of mind and well-being.

## ■ RECRUITMENT

Finding new people who are professionally fit, intellectually and behaviourally aligned with our company's values can sometimes be a challenge. To increase the success of our recruitment processes we offer a bonus for positions that are filled through internal referrals. We see this programme as an advantage in that we can fill advertised positions with outstanding people in a relatively short search process.

Digitalised and automated processes introduced into the recruitment process can help to improve efficiency and reduce the need for human intervention. At the end of 2022 we introduced an ATS (Applicant tracking system) in our recruitment process.

### How ATS helps us in our work:

- Managing job advertisements
- Receiving and processing applications
- Screening and assessment of candidates
- Communication with candidates
- Follow-up
- Candidate database management.

We help new staff settle in from day one until the end of their trial period. We believe it is essential to familiarise new employees with the structure of our company, the key elements of the Integrated Management System on which our operations are based, and the habits and commitments that characterise our corporate culture from the very beginning.

## **EQUALITY AND DIVERSITY**

Trans-Sped is committed to equal opportunities in the workplace, which is continuously communicated to both its employees and its partners through the Code of Ethics and the Supplier Code of Conduct for Suppliers.

**Our company specifically emphasises the importance of non-discrimination in several of its internal processes.**



### **EQUAL OPPORTUNITIES AT WORK**

- Everyone in our company has equal rights in recruitment, promotion, pay and other matters.



### **EQUAL TREATMENT**

- We do not discriminate in recruitment on the basis of age, gender, nationality, family or health.
- We support the employment of people with disabilities.



### **RESPECT FOR HUMAN DIGNITY**

- All our employees are entitled to respect and recognition, regardless of their social status, gender, ethnicity, religion, age or any other personal characteristic.

It is important for us to encourage our female employees to take on leadership roles and we help them on their professional journey. Our company has 1 female senior manager and 6 female middle managers, representing 21% of the management team.



## Distribution of employees by function (persons)

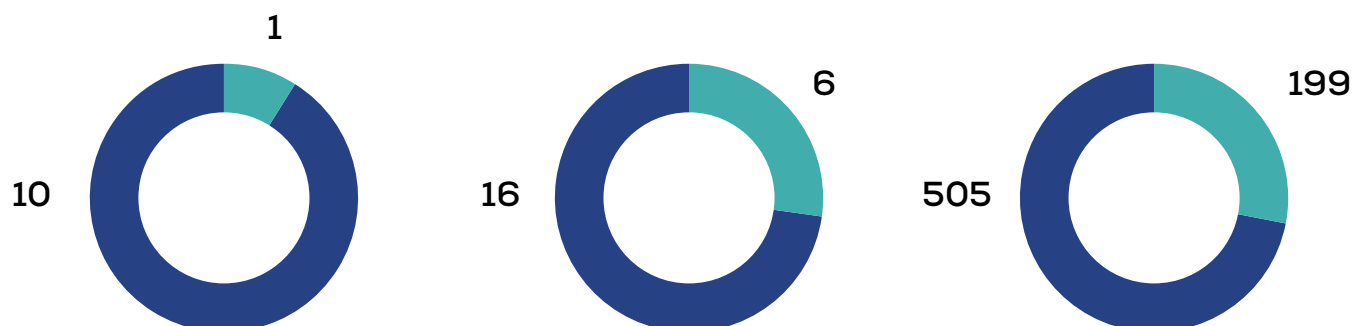
Women Men

number of senior managers

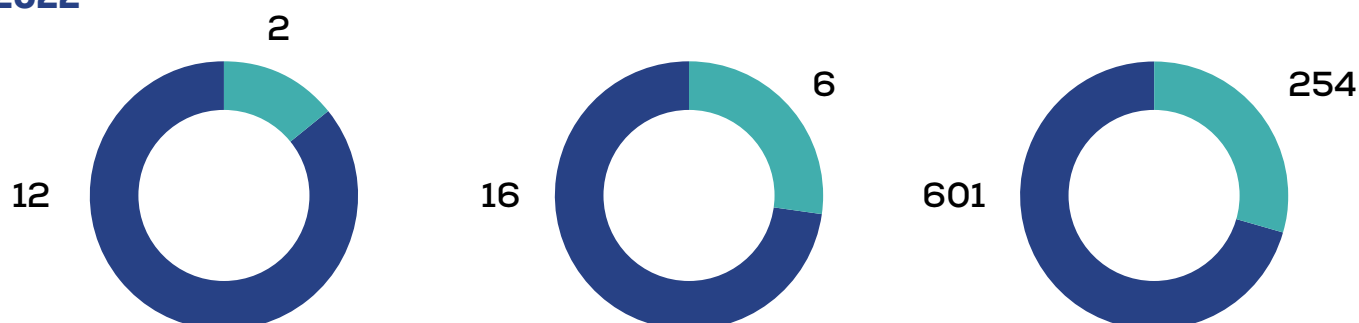
number of middle managers

number of staff

2023



2022



## Distribution of employed persons by age group (persons)

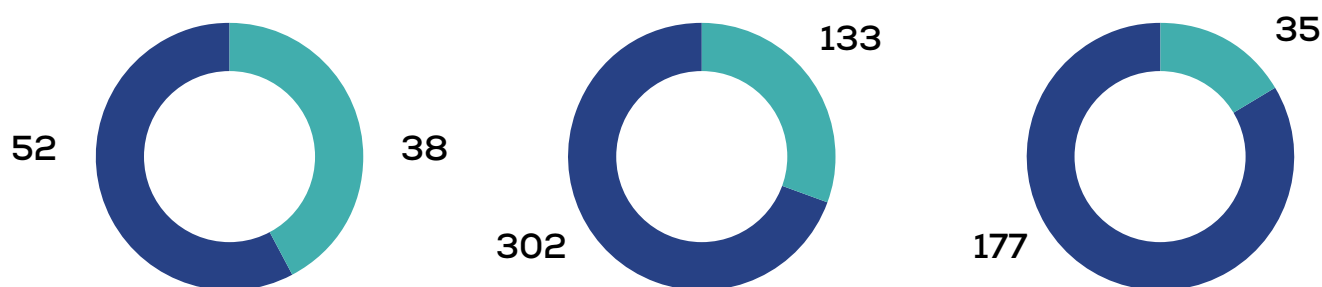
Women Men

under 30

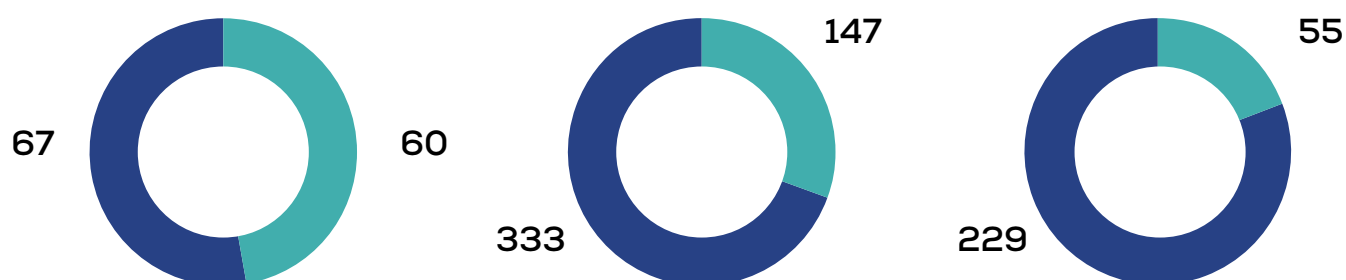
30-50

Over 50

2023



2022





## WORKING WITH LOCAL COMMUNITIES

(GRI 413, GRI 413-1, GRI 413-2)

It is of utmost importance for Trans-Sped to organise its operations with sustainability and environmental protection in mind. Besides our economic performance, we are also responsible for our impact on society and the environment. In this spirit, we are committed to long-term support for local communities, which is an important element of our sustainability and social responsibility strategy.

As part of our social responsibility we actively participate in initiatives that promote the development, prosperity and sustainable economic growth of local communities. We are confident that working together with local communities such as supporting educational programmes, environmental initiatives and investing in job creation will contribute to improving the quality of life in communities, help us achieve our sustainability goals and, overall, build a more sustainable future.

At Trans-Sped we are open to innovations where we can contribute effectively to the development of other communities and serve as an example to our colleagues and partners.

**Our company is committed to sustainability, so we prioritise ways of giving that not only help others but also benefit the environment. At our events we strive to use recyclable items and gifts to reduce waste.**

### Szirmabesenyő

The newest warehouse centre of Trans-Sped opened in Szirmabesenyő in spring 2023. The expansion brought new jobs to the North Hungarian region and an opportunity for Trans-Sped to act. With the Hungarian Red Cross we launched one of our flagship donation programmes 5 years ago, collecting boots that are not used anymore but are still in good condition and giving them to those in need. In addition to supporting local communities the programme will also help us reduce waste generated at our sites. In 2023 we donated 55 pairs of used work boots still in good condition to the Tiszaújváros office of the Hungarian Red Cross Borsod-Aba-új-Zemplén County.

**Video of the event:**



## Nagytarcsa

As we approach the Christmas season we treat our partners with gifts every year to thank them for their hard work and success throughout the year. In 2023 we decided with our colleagues and partners that instead of small traditional gifts we should do something big for the community. We donated a significant part of the amount earmarked for partner gifts, exactly HUF 2 500 000, to the Csillagszem kindergarten in Nagytarcsa, as the kindergarten tries to teach children the importance of environmental protection and the love of nature, and their values are very close to those of Trans-Sped. In the spirit of going green the kindergarten will use the donation to invest in solar panels.



By making corporate social responsibility an integral part of its corporate culture Trans-Sped aims to set an example both regionally and nationally. In addition to donation activities, our company supports regional organizations with transportation services, and almost all of our locations have some kind of fundraising programme during the year. In 2023 we helped several animal shelters and animal welfare organisations with donations, inviting our partners to the fundraising process. At the end of the year our Debrecen staff also actively participated in a waste collection campaign, helping to make the living environment more liveable and freer of waste.



Trans-Sped joined the Logistics Day series of events again in 2023. This occasion provided an opportunity and a forum to show interested young people our logistics processes, modern solutions and company values. Every year we surprise our visitors with new programmes in order to attract young people's interest in logistics careers from an early age, as it is of utmost importance for our company to find the next generation of future professionals. In 2023 we managed to attract nearly 800 logistics students, university students and teachers to our LogGenius online lecture series or to the Debrecen Logistics Festival.

We are proud to have been the main sponsor of the Debrecen Drive 2023, one of the largest automotive events in Hungary. The event was also special for us because we welcomed more than 1300 Trans-Sped guests, our employees, their families and partners. A special feature of this year's event was the launch of the Trans-Sped forklift competition, in which the best forklift operators were rewarded, in cooperation with QLM Logistic Solution Ltd.

**Video of the event:**







## HEALTH AND SAFETY AT WORK

**(GRI 403, GRI 403-1, GRI 403-2, GRI 403-3, GRI 403-4, GRI 403-5, GRI 403-6, GRI 403-7, GRI 403-8, GRI 403-9, GRI 403-10)**

Safety at work has been a priority for our company from the very beginning. We introduced the OHSAS 18001 Occupational Health and Safety Management System in our Tiszaújváros production business in 2015, replaced by the ISO 45001 standard in 2019. In our logistics technology business compliance with occupational health and safety requirements is certified by an SCC (Safety Certificate for Contractors).

The sites and branches of Trans-Sped provide a healthy and safe working environment for all participants, and safety principles have been formulated to ensure that this is always maintained. This involves a detailed understanding of the process and working environment of the activities and the identification of potential health and safety risks. Preventive measures are taken to eliminate significant risks and we also regulate the conditions for safe working conditions both from the point of view of the employer and the obligations of employees.

Our company has health, safety and fire protection policies in place across all business units and sites, which aim to create a safe working environment, safeguarding the health and safety of our employees. A MEBIR officer has been appointed to support the ISO 45001 Occupational Health and Safety Management System.

We provide regular trainings on the requirements set out in our fire and health and safety regulations and regularly carry out planned and ad hoc safety inspections to check compliance. The Fire and Safety Policy applies not only to Trans-Sped employees, but also to all employees in the framework of organised work (e.g. apprentices, students, trainees, temporary workers), external partners, guests and visitors to Trans-Sped premises. We provide employees with appropriate personal and collective protective equipment and work clothing. Through these measures we aim to prevent injuries and increase the comfort of our employees.



## RISK MANAGEMENT

As a responsible employer we comply with the requirements of Act XCIII of 1993 – the Occupational Health and Safety Act, so we define our work processes and working environment, identify risks to health and safety, and take measures to reduce significant risks, prevent damage to the environment, people and property, and ensure the safety of our employees and partners. Trans-Sped makes it a priority to prevent occupational risks and to provide its employees with adequate information about risks in addition to training them on how to avoid them.

The risk analysis and assessment is based on the HAZOP method (Hazard and Operability), in which processes are systematically examined in smaller stages, so that smaller risks can be identified.

Our Integrated Management System incorporates hazard identification, risk assessment and risk management as a fundamental principle. The process for timely assessment of risks and taking appropriate action is set out in our Hazard Identification, Risk Assessment and Risk Management procedures. We assess the factors that threaten the safety of our employees involving the company's occupational health and safety expert, and keep a risk register. The risk assessment process involves employees and their representatives as well as the occupational health service provider. Based on an emergency plan regular drills are organised for the workers affected. These train colleagues in the appropriate, calm management of the situation and minimise the severity of emergencies.

As for chemicals, we strive to select the least harmful substances. We train our employees on the basic principles of handling, storing and transporting chemicals in regular refresher courses with the assistance of an external industrial safety expert and a dangerous goods transport safety advisor. Risks from hazardous substances are identified and assessed in accordance with current legislation. We use the information from our assessment to reduce risks as much as possible through technical measures, training and personal protection.



## COMPULSORY SAFETY DRILLS

At sites classified as hazardous where we expect employees to take extra precautions due to handling hazardous substances, we organise emergency evacuation drills led by external industrial safety and fire protection experts. These exercises are based on a detailed scenario where the simulated situation and the response to be made are explained to all those involved. After the preliminary refresher training the exercise will be conducted as we measure the reaction time of each step and at the end of the training we evaluate the success and introduce corrective/improvement measures if necessary.

In 2023 we conducted  
emergency exercises:



**DEBRECEN**

2 times



**SZIRMABESENYŐ**

1 time



**TATA**

1 time



**KÖRNYE**

1 time



**NAGYTARCSA**

1 time

2 warehouse areas

In 2023 were carried out  
evacuation exercises:

## **OCCUPATIONAL SAFETY AND HEALTH TRAINING**

An essential part of emergency preparedness is the theoretical and practical training of staff in occupational, fire and environmental safety, including the knowledge and practice of emergency and its major response measures. Training focusing on risk awareness, preventive measures, emergency procedures and the use of personal protective equipment is provided by an occupational safety and fire prevention officer and external specialists.

In 2023 a total of 918 hours were devoted to occupational safety and fire training. For new entrants we provided in person fire safety trainings for a total of 156 sessions. We provided 20 sessions of in-person recurrent fire and occupational safety trainings for all employees of Trans-Sped Ltd., with warehouse workers receiving 2 hours of training per session. For our administrative employees we provided a 1-time recurrent fire and safety training online.

To ensure safe operation we manage the functioning of the machinery and equipment we operate through continuous checks and maintenance. Trans-Sped used more than 200 lifting machines for its logistics activities in 2023. Our occupational health and safety policy sets out in detail the rules for the handling of lifting machinery as dangerous machines, from mandatory inspections prior to first on-site operation through shift inspections to main and structural inspections. The documentation requirements are also strictly regulated.

## **OCCUPATIONAL HEALTH**

Trans-Sped is committed to implementing and improving measures for the safety and well-being of its employees. Our company's priority is to support our employees in maintaining good health, thereby promoting sustainable business practices.

Our staff must undergo an occupational health check at least once a year after joining us. The examination is carried out by an occupational health service provider under contract with Trans-Sped. The service provider is involved in the company's risk assessment activities and has the opportunity to participate in the process of investigating occupational accidents and determining the necessary protective equipment. Employees are covered by a workers' compensation insurance and can also take advantage of the safety net health package of Premium Health Plan.

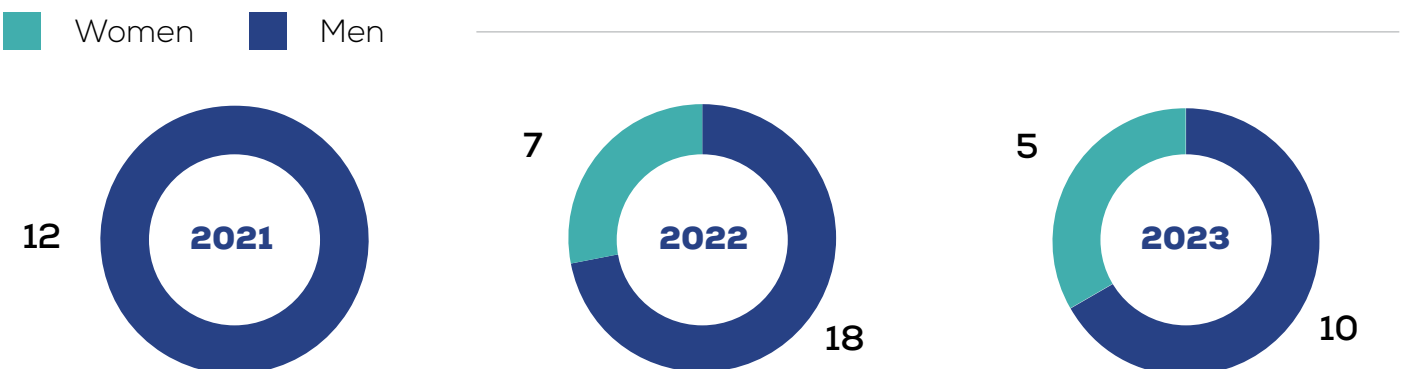
## ACCIDENTS AT WORK

Our company is committed to preventing accidents at work and creating the right safety conditions. Our aim is to operate accident-free, and training and developing the skills of our employees is essential to this. For new employees fire and safety training is a condition of employment. The correct working procedures are laid down in a code of conduct which must be observed in order to avoid injuries. The technical condition of vehicles involved in our road transport business is regularly checked and regular training is provided for drivers. We keep a record of our employees' professional and safety skills and set strict requirements at the recruitment stage.

We investigate the workplace accidents and quasi-accidents that have occurred in detail and identify the root causes of the accidents. If the investigation identifies a safety hazard, corrective action will be taken to prevent similar accidents at work.

We also record and investigate incidents that have not resulted in personal injury or damage to property but could have if not detected in time by staff. These are treated as security incidents.

### Accidents at work (cases)



### Accidents at work among employees and non-employees (cases)

|  | 2021 | 2022 | 2023 |
|--|------|------|------|
| <b>Total accidents involving employees</b>               | 11   | 20   | 13   |
| Men  | 11   | 18   | 10   |
| Women  | 0    | 2    | 3    |
| Reportable accident to employees                         | 5    | 10   | 4    |
| Non-reportable accident to employees                     | 6    | 10   | 9    |
| <b>Total number of accidents involving non-employees</b> | 1    | 5    | 2    |
| Men  | 1    | 0    | 0    |
| Women  | 0    | 5    | 2    |
| Reportable accident involving non-employees              | 1    | 3    | 1    |
| Non-reportable accident to non-employees                 | 0    | 2    | 1    |



## SAFE DRIVING

Our staff are at increased risk from road traffic. Our company places a high priority on driving safety, so we provide regular trainings for our colleagues to improve their safe driving skills. Our fleet is constantly being replaced by state-of-the-art vehicles equipped with the highest level of communication, technology and safety solutions. We recruit drivers after verifying that they have the necessary licenses and we also set requirements for the subcontractors we employ as defined in the Subcontractor Manual.

In 2023 the number of our colleagues awarded an IRU (International Road Transport Union) diploma for their professional work increased to 5. We are proud that our drivers have received this recognition as it proves that our company is represented on the roads by qualified drivers who set an example and do an impeccable job.

We are committed to making transport safer, so we try to raise awareness of the importance of safe transport for other road users through events and education days. We make it a priority to communicate the dangers of blind spots and to demonstrate safety practices that can prevent these types of road accidents. Our company works through the „Foundation for Traffic Safety“ to improve road safety, develop traffic culture and prepare children to participate in traffic safely.



TRAINING AND EDUCATION

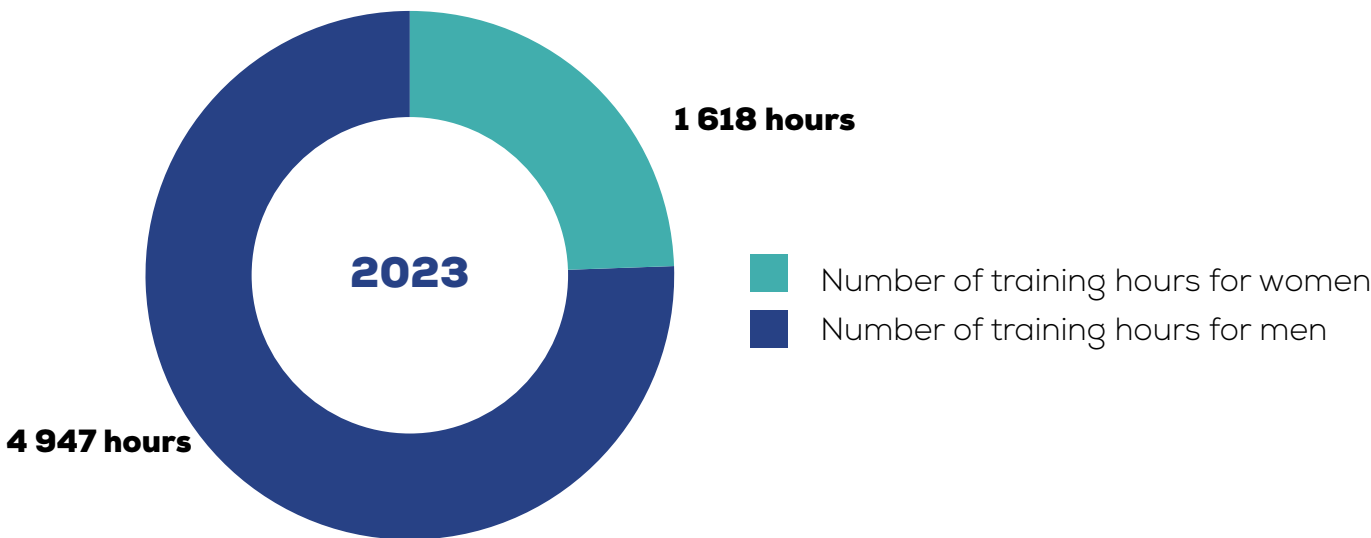
(GRI 404, GRI 404-1, GRI 404-2, GRI 404-3)

At the heart of the strategy of Trans-Sped is the development of employee skills, which not only increases organisational effectiveness but also becomes embedded in the organisational culture and becomes the foundation for the long-term success of the organisation. Our company is committed to talent management and supporting lifelong learning as a key element of our corporate culture. It is important to us that our people are given the opportunity to fulfil their potential, supported in achieving their professional goals and provided with continuous and dynamic professional development.

We do our best to ensure that as many of our staff as possible receive professional training. We made a significant improvement in the number of training hours per person compared to 2022 (4.6 hours) with 8.9 hours in 2023.

In 2023 Trans-Sped staff participated in 6 565 hours of training.

Number of training hours



|   | 2022      |   | 2023      |
|---|-----------|---|-----------|
| Number of training hours per person per end-of-year headcount | 4.6 hours | ↑ | 8.9 hours |
| Number of training hours per women per end-of-year headcount  | 4.3 hours | ↑ | 7.9 hours |
| Training hours per men per end-of-year headcount              | 4.7 hours | ↑ | 9.3 hours |

We work to give our staff all the support they need to develop their careers and gain experience. Supporting employees' professional development and progression is embedded in our strategy. We encourage talented employees and support their career development through various training programmes. We support our managers and employees preparing for management roles with training to help them achieve their personal and professional goals effectively.

Trans-Sped has 33 years of experience in logistics. The organisation is in a constant state of development which would not be possible without a well-prepared professional team. A performance management system has been implemented to increase the efficiency of individual employees, teams and the organisation. The aim is to improve the adaptability and efficiency of the company and its employees.

A total of 400 managers and employees are to participate in the programme by September 2024. The programme focuses on developing soft skills such as communication skills, effective teamwork, leadership and time management.

#### **Expected results of the programme:**

- An increased workflow efficiency
- Enhanced cooperation
- More effective conflict and stress management
- Improved IT skills

**We launched the New Generation Apprenticeship programme in 2021**, with the second round starting in 2023. During the programme young career starters can gain knowledge and experience in 4 areas: HR, logistics, communication and project management.

Our company has a cooperation agreement with the University of Debrecen. Students of logistics, finance-accounting, controlling or human resources management can apply for a dual training with us and can deepen their theoretical knowledge and gain real market knowledge during a longer internship.

We are proud to use unique, innovative and sustainable logistics technologies at our sites, setting an example in our industry for achieving sustainable development goals and reducing our environmental impact. Trans-Sped offers group visits to its sites in Debrecen, Nagytarcsa, Tata and Környe for institutions and schools providing logistics training. During the visits students can gain real-world market information and practical experience to prepare them to meet the expectations of the future. Showcasing the company's working environment and objectives is one effective way to attract new talent.

# RESPONSIBLE CORPORATE GOVERNANCE

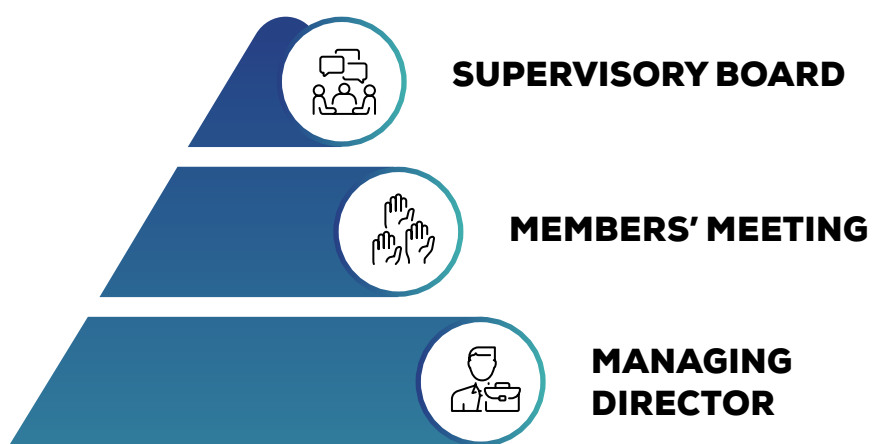
(GRI 3-3)

## MANAGEMENT OF TRANS-SPED

(GRI 2-9, GRI 2-10, GRI 2-11, GRI 2-12,  
GRI 2-13, GRI 2-14, GRI 2-17)

The organisational and operational structure of Trans-Sped is set out in the current Organisational and Operational Rules (OOP).

### The Management of Trans-Sped



The management is supervised by a three-member Supervisory Board for the members' meeting. The members of the Supervisory Board are elected by the members' meeting. Its tasks include reviewing the proposals submitted to the members' meeting, monitoring the achievement of objectives and approving the company's strategy.

Ownership rights in Trans-Sped Ltd. are exercised by the members' meeting. The members' meeting decides on the documents regulating the organisational operation, financial and professional reports and strategic goals.

The managing director is responsible for exercising employer's rights over the company's employees. The duties of the managing director include setting up the work organisation and the company's operational structure and defining the company's long-term strategy. The managing director represents the interests of the company in relation to third parties, assumes obligations and makes declarations on behalf of the company.

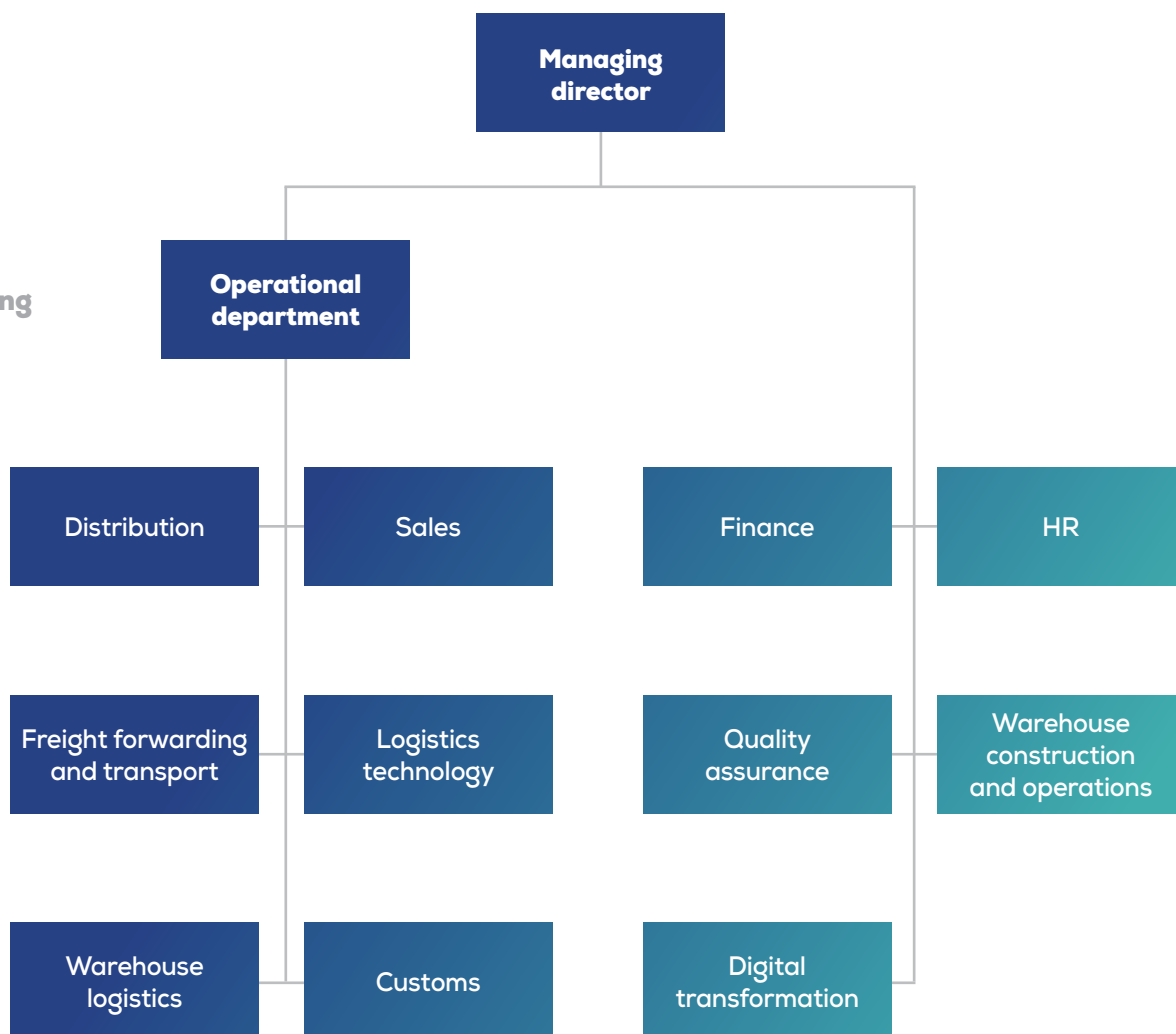


## Organisational structure

### Level 1 Managing

### Level 2 Deputy managing director

### Level 3 Directorate level



The Managing Director is assisted by the Deputy Managing Director, Operations who decides on management issues in the absence of the Managing Director. The Deputy Managing Director, Operations is the head of operations and, in addition to supporting the Managing Director, manages the work of the business units and the Sales Directorate, evaluating and managing the performance of the operating areas to achieve the company's objectives.

The strategic directorates under the Managing Director are responsible for supporting the company's expected performance and service levels. The heads of both the operational areas and the strategic directorates have autonomous responsibility for managing their departments, for the operation of the area they manage and for taking the decisions necessary to carry out their tasks.





## INTEGRATING SUSTAINABILITY INTO BUSINESS OPERATIONS

Sustainability has been gradually introduced into our strategy and integrated into our day-to-day operations. In 2023 we set out our environmental sustainability principles which include the continuous reduction of GHG emissions as a means to ultimately achieve our decarbonisation target, as well as reducing waste and increasing the proportion of packaging-free deliveries. In addition, increasing the share of renewable energy, protecting topsoil and managing chemicals responsibly also plays an important role.

### The Sustainability Working Group

The targets are monitored by the working group which is made up of people from different areas of the company. In addition to developing and monitoring sustainability indicators it reports to senior management on current external requirements and the sustainability performance of the company. Its members actively organise the sustainability actions of Trans-Sped and represent the company in external organisations of the field.

The Sustainability Working Group was responsible for collecting the data for and coordinating the writing of this ESG report. The data included in the report was validated by each of the specialised areas. The ESG Report 2023 of Trans-Sped was approved by the Managing Director.



## BUSINESS ETHICS AND COMPLIANCE

(GRI 2-15, GRI 2-16, GRI 2-23, GRI 2-24, GRI 2-25, GRI 2-26, GRI 2-27, GRI 205, GRI 205-1, GRI 205-2, GRI 205-3, GRI 206, GRI 206-1, GRI 406, GRI 406-1)

Acting ethically is not just about following the rules, it is about embodying our core values. Ethical conduct and compliance are fundamental to everything we do, guided by transparent policies and procedures. We have introduced detailed internal regulatory documents in a number of areas to guarantee, among other things, fair competition, anti-corruption and non-discrimination. All of these help us to maintain trust with our partners, employees and all stakeholders while constantly striving to maintain high ethical standards.

### Code of Conduct

Business ethics are fundamental to our company, and it is essential that our operating principles are set out in a way that is clear and transparent to all employees and partners. This is the purpose of our Code of Conduct published in September 2022 and updated several times since then, which is based on our core values of honesty, equality, cooperation, responsibility, fairness, respect, reliability and compliance.

Trans-Sped Code of Conduct:



The Code details ethical rules including standards for dealing with business partners and employees, protection of personal data, and guidelines on gift acceptance and business gifts. It also emphasises employee conduct, conflict of interest rules, the use of the internet and IT tools within the company and procedures for investigating ethical misconduct. The Code also clearly defines the responsibilities of managers and subordinates ensuring transparency and ethics at all levels of the company.



## ■ CONFLICT OF INTEREST

Transparency and integrity are of paramount importance to our business and we apply strict conflict of interest rules to ensure this. Conflicts of interest cover situations where employees' individual interests may conflict with the interests of the company or where their private interests may jeopardise the operation of the company. To avoid this, all employees are required to notify their employer in writing if they wish to enter into another employment or other employment relationship and to ensure that this does not adversely affect their work at Trans-Sped Ltd.

Our policy specifies that company employees must not engage in activities that may harm the company's business interests including acquiring shares in or having direct economic relationships with competing companies. Exceptions are made for open-market securities purchased in a stock exchange transaction, but all other forms of business relationships are subject to the prior approval of the firm.

Staff with signature or representation rights are subject to particularly strict rules. They are prohibited from holding a position or acquiring a share in a company that carries out the same or similar activities as Trans-Sped Kft. or that has a regular economic relationship with the company. In addition, our employees are obliged to inform the management immediately if a relative of theirs takes on a management role or enters into contract with such a company.

Violation of the conflict-of-interest rules is a serious ethical breach that can have serious consequences including jeopardizing the company's business interests, unauthorized use of confidential information and damage to the company's reputation. We therefore expect all our employees to perform their work to the highest ethical standards and to always put the interests of the company first.

## ■ ANTI-CORRUPTION

We are committed to ethical and transparent business practices and we make it a priority to eliminate the possibility of corruption in all our business relationships. Our Code of Ethics strictly prohibits any activity that could give rise to suspicion of corruption. To this end we have detailed rules on the conditions for accepting gifts: advertising and marketing materials up to 10% of the gross minimum wage and Christmas gifts are acceptable provided they are not linked to a specific business event. However, accepting gifts, money, securities, shopping and event vouchers exceeding EUR 50 is strictly prohibited and all such gifts must be reported to the line manager.

In order to effectively enforce our anti-corruption policy we placed a strong emphasis on employee education and information in 2023. All our employees attended a training session on the Code of Ethics including our Anti-Corruption Policy and its application. All members of the management, 33 in total, and all our employees were fully informed about the Code of Ethics, including the Anti-Corruption Policy. 100% of employees know and understand our company's expectations.

Training allows us to prevent corruption risks and safeguard the integrity of our company. Our goal is not only to ensure legal compliance but also to maintain the trust-based business relationships on which our company's reputation is built.

## Communication and training on the Code of Ethics and its anti-corruption rules and procedures

**2023**

|  |     |         |
|--|-----|---------|
| Number of board members informed about the anti-corruption policy    | 33  | Persons |
| Number of employees informed about anti-corruption policies          | 737 | Persons |
| i. Executives  | 11  | Persons |
| ii. Middle managers  | 22  | Persons |
| iii. Employees   | 704 | Persons |
| Total number of employees who have received anti-corruption training | 350 | Persons |
| i. Executives  | 11  | Persons |
| ii. Middle managers  | 22  | Persons |
| iii. Employees   | 317 | Persons |



## **FAIR COMPETITION**

Trans-Sped Ltd. believes in fair competition and ethical business conduct. Our company aims to always operate in the market in a fair and transparent manner, taking into account and respecting the interests of all competitors and business partners. We therefore consistently avoid infringing competition rules and do not engage in activities that would harm the reputation or credibility of any market player. We have also set clear guidelines for our employees on external communication: when approached by any media they are obliged to direct their enquiries to the appropriate communication channels thus ensuring transparency and a consistent corporate message.

Information security is also a key issue for us and we see it as a fundamental condition for fair competition. Trade secrets, customer information and other sensitive data are always handled in accordance with the relevant regulations and we expect our employees not to share any business or customer information without authorisation, either during or after their employment.

Our aim is to conduct all our business activities with integrity and transparency, respecting competitors and partners and promoting fair competition.

## **COMPLIANCE WITH LEGISLATION**

Compliance is a core value of our company and, as a result, it drives every aspect of our operations. Trans-Sped Ltd. and all its employees shall conduct their activities in accordance with the laws and regulations in force in the area of operation, ensuring full compliance with all laws and regulations. Our internal regulations may only contain provisions that are stricter than the legislation in force, unless the legislation allows for a derogation in the framework of the collective agreement. In addition, our company is committed to respecting the locally applicable laws of other nations. Transparency, accountability and legal compliance are principles that guide all our business decisions and operations and to which we expect all our employees to adhere unconditionally.

## NON-DISCRIMINATION

Trans-Sped is committed to providing equal opportunities and a non-discriminatory working environment for all employees. Our company places a strong emphasis on inter-unit cooperation and effective communication which is the basis for successful work. All employees are expected to support common goals and avoid obstacles arising from personal conflicts.

Our staff are prohibited from discriminating in any way against others, whether they are employees, applicants, partners or customers. Equal treatment is mandatory in all cases, whether it relates to processes, benefits, training opportunities or termination of employment. Our company is clearly distanced from the use of child labour and makes every effort to maintain a safe and respectful working environment for our employees.

Trans-Sped will always ensure that all its employees are treated fairly and do not suffer harassment or atrocities of any kind under any circumstances. In the same way, we provide support to employees whose health conditions have changed so that they can remain valuable members of our team.

Our aim is to create a working environment where everyone starts on an equal footing and where diversity is accepted.

There were no incidents of discrimination at our company during the reporting period.



## ABUSE REPORTING SYSTEM AND RAISING SIGNIFICANT ISSUES

Trans-Sped is committed to legal, ethical operations and transparency within the organisation. To this end, the company introduced an ethics whistleblowing platform in the TS Application at the same time as the Code of Ethics was published. These reports are investigated by a case-by-case Ethics Committee which determines the facts within 30 days of the report and makes a recommendation to the Managing Director for a decision.

The Ethics Committee has full access to all relevant documents and databases and is entitled to request all necessary information during the notification process and the investigation. The members of the Committee shall treat any information that comes to their knowledge in the course of the reporting process as strictly confidential. All reported misconduct is investigated by the Trans-Sped Ethics Committee the composition and work of which is described in the Code of Conduct.

In addition, Trans-Sped has also been operating an Abuse Reporting System since July 2023, which aims to keep ethical breaches and irregularities under control but which also includes external partners. The new system is designed to promote legality and ethical behaviour, protecting whistleblowers from potential adverse consequences, as our whistleblowing system works by guaranteeing the anonymity of whistleblowers, with the involvement of an external data protection officer, a legal professional.

The treatment of infringements is also clearly regulated. If an investigation reveals ethical misconduct, the company's management can take various measures depending on the gravity of the case, including immediate termination of employment, measures to compensate for damage or, if necessary, initiate criminal proceedings.

It is of the utmost importance to Trans-Sped that all its employees and partners know that ensuring legality and ethical conduct takes precedence over all other interests and that all ethical misconduct and abuse is taken seriously. We ensure that all employees are aware of the rules and participate in maintaining an ethical business culture through regular training and briefings.



## QUALITY MANAGEMENT

(GRI 2-23, GRI 2-24)

We operate on the basis of a number of regulatory directives and regulatory documents which ensure that we operate in a well-organised and transparent way. In 2023 we reformed our internal regulatory document system. In addition to the usual structure of policies, regulations and work instructions we launched a process assessment which, after validation, results in the regular publication of process descriptions that will show our colleagues the steps of each workflow with their responsible persons and all relevant information in a simple and transparent way. The reorganisation also included the introduction of a new specialised system for assessing and describing processes.

Trans-Sped is committed to high quality service and continuous improvement. That is why we have established a comprehensive quality management system to ensure that all aspects of our operations meet the highest professional and ethical standards. The basis for this is our integrated management system which has been implemented to ensure that compliance with the various standards is managed in a consistent manner and that we operate in a transparent, efficient and sustainable way.

### ■ TRANS-SPED CERTIFICATES AND STANDARDS

Our company has a number of internationally recognised certificates and standards to ensure a high level of service and transparency. The following standards apply to our company:

- **ISO 9001:** A quality management system that supports the consistent, reliable performance of processes in meeting the required standard requirements and is designed to increase customer satisfaction and improve process efficiency.
- **ISO 14001:** An environmental management system that minimises environmental impacts and promotes sustainable development.
- **ISO 45001 (korábban: OHSAS 18001):** Occupational health and safety management which sets out requirements for the protection of workers' health and safety.
- **TAPA TSR:** A set of standards for road transport safety setting out strict and specific requirements for the transport of goods under high safety standards.
- **IFS Logistics:** A standard for ensuring the quality and safety of food commodities designed to provide security and transparency throughout the supply chain.
- **SCC:** German Occupational Safety, Health and Environment (OSH&E) requirements which are important standards for safe working for our maintenance and repair business.
- **GDP:** It sets out comprehensive requirements for the pharmaceutical transport activity to guarantee the quality of medicinal products for human consumption throughout their transport.



These standards are an integral part of our integrated management system which is supported by a separate manual. This manual helps our staff and external partners to understand and apply the requirements of the standards, ensuring that our quality management system operates consistently and effectively.

The pre-audit for GDP certification took place in December 2023 followed by a certification audit in 2024.

## SUSTAINABILITY RATINGS

Our company is committed to reducing carbon emissions, providing good working conditions and applying sustainable procurement practices. Increasingly, our partners and customers are looking for sustainable service solutions and are demanding the certification to prove it.

Trans-Sped has also been testing its efforts and measures in the field of Corporate Social Responsibility (CSR) on the EcoVadis international certification platform since 2018. As an independent expert, EcoVadis assesses suppliers for sustainability in four areas: environment, HR and working conditions, business ethics, sustainable procurement. CSR activities have been part of our strategic guidelines for years, which has enabled us to achieve greater results year on year with our social campaigns which EcoVadis rated with a Silver rating at the end of 2022.

In 2023 our company also completed its first SAQ (Sustainability Assessment Questionnaire) assessment. The Sustainability Assessment Questionnaire (SAQ), which mainly concerns automotive suppliers covers topics such as corporate governance, human rights and working conditions, health and safety, business ethics, environmental protection, responsible supply chain management and the responsible sourcing of raw materials.

According to the Supplier Assurance assessment methodology we achieved 65% which corresponds to a C rating. We scored high in the areas of governance (82%), business ethics (93%) and environment (85%). For us this rating means that we are meeting the overall expectations as a supplier, which gives us a good basis for further development, thereby strengthening our partnerships and promoting sustainable business practices.

Our quality services and regulated operations are backed up by our certificates. Compliance with sustainability requirements is becoming a requirement for more and more partners. Our aim is to obtain additional sustainability performance certificates and certifications beyond the EcoVadis, SAQ certifications to demonstrate our company's strong commitment to environmental and social sustainability.

It is important for us to continuously reduce our emissions and to have the necessary quantitative data to do so. In 2024 we work towards our environmental certification by the CDP (Carbon Disclosure Project).

## RISK MANAGEMENT

### (GRI 201, GRI 201-2)

Our company regularly monitors trends and market conditions that affect its operations and identifies factors that influence its success and efficiency. We turn risks to the advantage of our operations by seeking new solutions and implementing improvements.

#### Megatrends

|                             | Change   | Risk  | Opportunities  |
|-----------------------------|--|---|--|
| <b>Environment</b>          | Extreme weather conditions                             | <ul style="list-style-type: none"> <li>Longer routes</li> <li>Uncertain commitment deadlines</li> <li>Air and maritime transport disruptions</li> <li>Damage to warehouses and vehicles or to the client's product</li> </ul> | <ul style="list-style-type: none"> <li>Development of a route planning software</li> <li>Intermodal transport</li> </ul>   |
|                             | Rising temperatures                                    | <ul style="list-style-type: none"> <li>Increase in cooling demand for warehouses, transport vehicles</li> <li>Deterioration in the health and performance of our workers</li> </ul>   | <ul style="list-style-type: none"> <li>Use of renewable energies</li> <li>Modern heating systems</li> <li>Application of remote access temperature monitoring systems with intervention function</li> <li>Ensuring appropriate working conditions</li> </ul> |
|                             | Epidemics, disaster risks                              | <ul style="list-style-type: none"> <li>Supply chain disruption</li> <li>Supplier side disruptions</li> </ul>  | <ul style="list-style-type: none"> <li>Monitoring international trends</li> <li>Continuous communication with suppliers</li> </ul>   |
|                             | Emergence of new hazardous substances and technologies | <ul style="list-style-type: none"> <li>Work safety and environmental hazards</li> </ul>   | <ul style="list-style-type: none"> <li>Stricter occupational fire safety and environmental protection regulation</li> <li>Trainings</li> </ul>   |
| <b>Society</b>              | Lack of suitably qualified staff                       | <ul style="list-style-type: none"> <li>Longer recruitment process</li> <li>Dissatisfaction at work</li> </ul>   | <ul style="list-style-type: none"> <li>Attracting young workers</li> <li>Career management</li> <li>Improving the remuneration system</li> <li>Training our existing workforce</li> <li>Robotisation, automation</li> </ul>                                  |
| <b>Corporate governance</b> | Rapid changes in legislation                           | <ul style="list-style-type: none"> <li>Meeting technological requirements</li> <li>Increase in investment costs</li> </ul>  | <ul style="list-style-type: none"> <li>Use of new, efficient, environmentally friendly technologies</li> <li>Development of registry systems</li> </ul>  |
|                             | World market price changes                             | <ul style="list-style-type: none"> <li>Incalculable transport costs</li> <li>Increasing warehouse operating costs</li> </ul>  | <ul style="list-style-type: none"> <li>Purchase of electric vehicles</li> <li>Implementing energy efficient solutions</li> <li>Use of new fuel types</li> </ul>  |
|                             | Digitalisation   | <ul style="list-style-type: none"> <li>Data protection incidents</li> <li>Shutdowns</li> </ul>  | <ul style="list-style-type: none"> <li>Building more secure IT systems</li> <li>Strengthening physical defences</li> <li>Employee data protection training</li> </ul>  |
|                             | Changes in consumer expectations                       | <ul style="list-style-type: none"> <li>Customer dissatisfaction</li> </ul>  | <ul style="list-style-type: none"> <li>Dialogue with our customers and needs assessments</li> <li>Developing individual offers</li> <li>Improving services</li> <li>Renewing sales methods</li> </ul>  |

We assess the potential risks before we take on the task, already during the contracting process in order to ensure that, in addition to the implementation of the logistics service, our partners and employees are safe, business and personal data is protected, and our service is implemented with a minimal ecological impact.

The focus of our risk management is on the health of our employees, so we have put in place a number of policies to manage workplace risks which are explained in the health and safety section of this report. In the event of infrastructure improvements and changes to processes within the organisation process and environmental risks are also mapped, together with their likelihood of occurrence and their impact. Measures will be put in place and implemented to avoid risks categorised as high.

## Transport of dangerous goods

We transport the goods entrusted to us safely and in compliance with legal requirements. With the growing demand for sustainable mobility and the shift in the industrial profile of Hungary, we increasingly need to consider the transport and storage of batteries, raw materials and finished products related to electromobility (e.g. lithium batteries). Both the transport of raw materials for battery production and the finished products themselves are carried out in accordance with the requirements of the International Agreement on the Transport of Dangerous Goods by Road, i.e. ADR. In order to prepare for the challenges ahead we have developed a specific set of rules for the storage of lithium batteries and cells and the devices that they are fitted to.

## Partner risk management

In our risk management process both the buyer and the supplier side are audited. It is our policy to only accept reliable partners which we verify before accepting them. We verify partners awaiting approval through official channels and public databases (e.g. Opten, NAV debtors list), thus reducing the risk of non-payment. Trans-Sped's suppliers are selected jointly by the relevant business unit and procurement taking into account professional references, partner perception and economic parameters.

The shift towards sustainability has not only been emphasised in our own operations in recent years but there is also a drive to green logistics processes throughout the supply chain. We are careful to include partners in our supply chain who share our concern for the environment, ethical and fair business practices and respect for human rights. We aim to develop a sustainability-focused certification scheme for our partners with implementation planned for 2024. As a first step towards establishing the rating system we plan to introduce a self-assessment system for suppliers in priority areas.

## SUSTAINABLE PROCUREMENT PRACTICES

(GRI 204, GRI 204-1, GRI 308, GRI 308-1, GRI 308-2, GRI 414, GRI 414-1, GRI 414-2)

We give preference to domestic suppliers when selecting our sourcing partners thus supporting the reduction of global emissions and the development of the domestic economy. As a result, the majority of our suppliers are now Hungarian companies.

For us sustainability, ethical operation and social responsibility are core values that drive everything we do. We have been officially operating under our Supplier Code of Conduct since October 2023, and the Code is an annex to our Procurement Code of Conduct in force since 2020. The Supplier Code of Conduct is built on three main pillars – corporate governance, social responsibility and environmental protection – and sets out detailed expectations for our suppliers.

### A SUPPLIER CODE OF CONDUCT AND THE INCORPORATION OF SUSTAINABILITY CONSIDERATIONS

Our Procurement Code of Conduct and Supplier Code of Conduct ensure that our suppliers meet high standards and are encouraged to meet sustainability requirements. The Code aims to regulate our suppliers' operations in a way that reflects our values and sustainability principles. To this end, we have set out expectations in the following key areas:



#### 1. RESPONSIBLE CORPORATE GOVERNANCE

We require our suppliers to operate in a transparent and legally and ethically compliant manner. This includes compliance, data protection, data security, the prohibition of corruption and bribery as well as fair competition. We also expect suppliers to take into account financial responsibility and disclosure of information.



#### 2. SOCIAL RESPONSIBILITY

We expect our partners to respect fundamental human rights including ensuring a harassment-free work environment, non-discrimination, fair wages and the protection of workers' rights. We expect our suppliers to operate in compliance with labour laws and to pay particular attention to the avoidance and prohibition of forced labour, child labour and the protection of women's and minority rights.



#### 3. ENVIRONMENTAL PROTECTION

We aim to ensure that our suppliers operate in an environmentally friendly way to promote reuse and recycling by applying the precautionary principle, the circular economy principle, increasing energy efficiency, achieving carbon neutrality and applying modern waste management principles. In addition, we expect the preservation of biodiversity and natural habitats, responsible chemical management and compliance with animal welfare standards.



## Suppliers' evaluation system and analysis criteria

An integral part of supply chain management is the evaluation and selection of suppliers. We conduct a detailed and comprehensive analysis of our suppliers based on the following criteria:

- **Boundary conditions:** financial indicators, network of contacts, the supplier's regulatory standing and international ratings are examined. The financial stability and compliance of the cooperating partners is expected.
- **Price:** the transparency of the pricing structure, price stability, payment terms and the management of exchange rate risks are all key considerations when developing supplier contracts.
- **Product:** we examine the depreciation, value retention, saleability, maintenance quality and user-friendliness of the products offered by suppliers. The existence of quality guarantees is an essential requirement.
- **Quality:** we take into account the number of faulty deliveries, the existence of quality control processes and the skills of the staff to ensure a high level of supply chain performance.
- **Service:** we value the speed and quality of contact, delivery time, accuracy and format of confirmations, and the efficiency of complaints handling.
- **Logistics:** we analyse the delivery times, location and quantity which are critical to ensuring the continuity of the supply chain.
- **Company culture:** the establishment date, references of suppliers and transparency of escalation levels are also part of the evaluation process.
- **Contract:** We examine the flexibility of the general contract terms, duration and terminability to ensure mutually beneficial cooperation.

All suppliers, including new ones are subject to a K.O. criteria test, which means that we check the company's financial standing and any negative registrations against the company. Under our policy, we do not send requests for proposals to companies with valid negative registrations.

We strive to optimise our procurement processes so that we can contribute to reducing our environmental impact. To this end, we place our orders with suppliers in bulk and by assessing the needs of several departments.

Sustainable procurement practices and supplier evaluation are central to our long-term strategy. Our rigorous evaluation system and Supplier Code of Conduct ensure that our partners meet the highest sustainability standards and promote ethical and responsible business practices. In doing so we not only make our own operations more sustainable but also contribute to the global sustainability goals.



## REPUTATION

At Trans-Sped we place great emphasis on ensuring that our high quality services are properly presented to the logistics market. This manifests itself in professional events and knowledge-sharing events as well as in press and social media coverage. We strive to ensure that our communication is not one-sided, which is why we offer our partners a variety of ways to contact and reach us in order to realise an open and two-way communication.

At Trans-Sped we treat customer feedback and complaints as a priority. We provide our customers with several ways to do this, through personal contacts and account managers as well as through the contact details on our website. We also respond to messages on our social media platforms within 24 hours, and messages and reviews received through our Google Business Profile account are also handled within 24 hours. Finally, for our Trans-Sped ZERO packaging-free delivery we operate a dedicated customer service system for customers using our delivery service.

Trans-Sped places a great emphasis on increasing its professional visibility. In 2023 a total of 218 press articles were published about Trans-Sped, all of which were positive or neutral. In the same year many press releases were related to the handover of investments in Nagytarcsa and Debrecen, and there was also a lot of attention given to the knowledge sharing events organised by Trans-Sped such as the Logistics Days event series and the LogGenius online meetup series, or the logistics related online meetup events. The Debrecen Drive also received significant media coverage as the event provided an excellent opportunity not only to share professional knowledge but also to incentivise employees and receive feedback from partners.

In addition to ongoing media work, Trans-Sped is also active on social media platforms. Posts are published weekly on Facebook, Instagram and LinkedIn. The social media sites have a stable and growing following, with a high level of activity related to posts. Messages on social media platforms are responded to within 24 hours.

Our service portfolio is presented in detail on the Trans-Sped website, so our customers and partners can contact us there as well. We strive to ensure full transparency on this platform so that our partners and interested parties can easily access the latest information and results. We also regularly publish blog posts and news on the website about our CSR activities and sustainability.

Our company also operates a professional newsletter in which subscribers receive regular updates on topics of interest related to the company.

We provide our partners with opportunities to communicate directly, share feedback and express their views through events, roundtables and webinars. We carry out regular satisfaction surveys after the events to get an accurate picture of participants' experiences.

We are active members of a number of industry organisations with professional associations being a real priority. One of them is the Hungarian Logistics, Purchasing and Stockholding Association of which Szabolcs Fülöp, Managing Director of Trans-Sped is a board member, so he can play an effective role in addressing professional issues affecting supply chains. Zsolt Fülöp, the founder and owner of Trans-Sped is the chairman of the Association of Hungarian Logistics Service Centres, so we play a significant role in bringing the logistics sector together. Speaking of our regional professional presence, it is strengthened by our membership in the Board of the Hajdú-Bihar County Chamber of Commerce and Industry, also held by Zsolt Fülöp, founder and owner of Trans-Sped. In addition, through our local and regional involvement we actively support community and professional initiatives, thus contributing to the development of the sector and the promotion of sustainable logistics solutions.

As well as valuing its partnerships our company regularly evaluates them. We support the development of new partnerships and the maintenance of existing ones as they strengthen our market presence, create opportunities for mutual knowledge sharing, optimal resource sharing and innovation.

**We believe that our close, qualified partnerships will serve the long-term sustainable growth and the competitiveness of our company.**

## DIGITALIZATION

Trans-Sped is open to the introduction of innovative services and the development of digitalisation which is an integral part of our strategy. We aim to improve data use and data management in all areas of our operations, the first step of which is IT process mapping. By developing data-driven decision support systems we can serve our customers' needs more effectively, have greater control over our environmental impact and improve our processes in a more targeted way.

### Key elements of our strategy



In 2023 we introduced several new solutions to either improve internal operational efficiency or support our business partners. We produce business intelligence-based reports and dashboards for our partners thus supporting decision-making with informative data, increasing efficiency and contributing to the success of collaboration. An additional benefit of the reporting solution is that it has replaced some of the paper-based Excel reports we produce on a daily basis, supporting our paper reduction initiative.

In 2022 a decision was made to migrate from the Google platform to an M365 environment which was implemented in 2023. The Microsoft office ecosystem has better information security parameters and also allows the use of tools such as Microsoft project for the Web. The use of this application helps in the management of projects and related tasks, which we have also seen improve in efficiency and timelines.



We have introduced a new tool to manage our business processes. With the introduction of Nintex Process Manager process descriptions are now available to all on-screen workers in an online environment, and process assessment, documentation and ongoing maintenance have been simplified this way.

In parallel with the development of systems we consider it important to train employees to use digital tools and systems effectively. In 2023 we delivered in-person and e-learning trainings on M365 and Nintex to the entire corporate user base.

An important step for us in the digitalisation process is the launch of the Atlas project in 2023. What is new about the Atlas project is that it is not an isolated intervention in a single area but an almost company-wide efficiency improvement and optimisation project. The Atlas project aims to create a more efficient and transparent data-driven economic management by making the processes of the economic area and related professional side more efficient, increasing the level of automation and preparing the implementation of a new, more modern ERP system and a comprehensive management reporting system.

We have been using robots in our innovative fulfilment centre since 2021 enabling us to carry out warehouse logistics tasks more safely and efficiently while saving on labour costs. Our company has implemented Goods-to-Person warehouse automation solutions in which products are moved from shelves to picking locations by robots, eliminating unnecessary movements in the warehouse and speeding up processes.

Improvements to our Vectura system which supports our transport/forwarding activities were made in 2023 to further improve operational safety.

In addition to the digitalisation of processes the logistics industry is increasingly using Artificial Intelligence (AI) to collect, integrate and analyse data faster. We did not yet have AI support in any of our processes in 2023 but internal research and solution finding processes have already started.

Our fulfilment service is built on integrating the services provided for online stores, such as warehouse capacity and inventory, into one system, so we can efficiently and flexibly meet the growing e-commerce demands. All these tasks are performed using the fulfilment software of Webshippy, which underwent functional and reliability improvements in 2023.





## DATA SECURITY

(GRI 418, GRI 418-1)

Our company processes personal data as defined by law and contributes to the secure processing and storage of data by developing its IT systems. The data protection and data security requirements applicable to personal data are set out in our Personal Data Policy.

**Trans-Sped as a data controller operates in accordance with the following principles:**

- lawful, fair and transparent processing
- data collection for specific, explicit and legitimate purposes only
- compliance with the principle of necessity
- accurate, up-to-date data, prompt correction of inaccuracies
- appropriate technical and organisational measures to ensure the secure processing of personal data.

In our data management processes we comply with applicable laws and regulations, and in designing our data management practices we fully respect the fundamental rights and privacy of individuals, with particular attention to the General Data Protection Regulation (GDPR). To facilitate transparent data management we have published a separate Privacy Notice for our business partners on our website.

In the event of a data breach our staff will always investigate the circumstances and risks of the data leakage and make the necessary notification to the National Authority for Data Protection and Freedom of Information (NAIH), in compliance with the law. In 2023 we did not identify any data leakage, theft or loss of customer data.

## CYBERSECURITY

The European Union has set itself the goal of further improving cybersecurity, and in 2016 it implemented its Network and Information Systems (NIS) Directive, which imposes security and reporting obligations on critical organisations. In 2023 Trans-Sped assessed its activities from a cybersecurity perspective and identified the activities that fall under the scope of the legislation. The requirements of the Regulation need to be complied with from October 2024, and our company already started preparing for this in 2023.

## GRI GLOSSARY

|      |   |  |
|------|---|--|
| ADR  | Accord européen<br>relatif au transport<br>international des<br>marchandises<br>dangereuses par route | European Agreement concerning the International<br>Carriage of Dangerous Goods by Road |
| AEO  |   | Authorised Economic Operator   |
| AI   |   | Artificial Intelligence  |
| ATS  |   | Applicant Tracking System  |
| CDP  |   | Carbon Disclosure Project  |
| CSR  |   | Corporate Social Responsibility  |
| ERP  |   | Enterprise Resource Planning   |
| ESG  |   | Environmental, Social, Governance  |
| ETM  |   | Energy performance indicator   |
| GDP  |   | Good Distribution Practice   |
| GDPR |   | General Data Protection Regulation   |
| GHG  |   | Greenhouse Gas   |
| GRI  |   | Global Reporting Initiative  |
| FAQ  |   | Frequently asked questions   |

|       |                         |
|-------|-------------------------|
| HAZOP | Hazards and Operability |
|-------|-------------------------|

|     |                                |
|-----|--------------------------------|
| IFS | International Feature Standard |
|-----|--------------------------------|

|     |  |
|-----|--|
| ISO | International Organization for Standardization |
|-----|--|

|     |                                    |
|-----|------------------------------------|
| IRU | International Road Transport Union |
|-----|------------------------------------|

|     |                         |
|-----|-------------------------|
| LPG | Liquefied Petroleum Gas |
|-----|-------------------------|

|      |   |
|------|---|
| M365 | Integrated platform for Microsoft applications and services |
|------|---|

|       |   |
|-------|---|
| MEBIR | Occupational health and safety management systems |
|-------|---|

|      |                           |
|------|---------------------------|
| MOHU | MOL Waste Management Ltd. |
|------|---------------------------|

|      |   |
|------|---|
| NAIH | National Authority for Data Protection and Freedom of Information |
|------|---|

|     |   |
|-----|---|
| NAV | National Tax and Customs Administration |
|-----|---|

|     |                                 |
|-----|---------------------------------|
| NIS | Network and Information Systems |
|-----|---------------------------------|

|       |  |
|-------|--|
| OHSAS | Occupational Health and Safety Assessment Series |
|-------|--|

|     |                                      |
|-----|--------------------------------------|
| OOP | Organisational and Operational Rules |
|-----|--------------------------------------|

|    |                |
|----|----------------|
| PB | Butane-propane |
|----|----------------|



|     |               |
|-----|---------------|
| POS | Point of Sale |
|-----|---------------|

|     |   |
|-----|---|
| SAQ | Sustainability Assessment Questionnaire |
|-----|---|

|     |  |                                    |
|-----|--|------------------------------------|
| SCC | Sicherheits Certifikat<br>Contraktoren | Safety Certificate for Contractors |
|-----|--|------------------------------------|

|      |                               |
|------|-------------------------------|
| SDGs | Sustainable Development Goals |
|------|-------------------------------|

|      |  |
|------|--|
| TAPA | Transported Asset Protection Association |
|------|--|

|     |                                |
|-----|--------------------------------|
| TSR | Trucking Security Requirements |
|-----|--------------------------------|

# GRI INDEX

| GRI content index              | Disclosure  | Chapter title                    | Page number | Reason for omission and/or comment                          |
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| GRI 2: General Disclosure 2021 | 2-1 Organisational details, data  | About our report                 | 6.          |   |
|                                | 2-2 Entities included in the organisation's sustainability report                                   | About our report                 | 6.          |   |
|                                | 2-3 Reporting period, frequency and contacts  | About our report                 | 6.          |   |
|                                | 2-4 Previous year's data to be amended, restatements  |                                  |             | Previously published information has not been re-evaluated. |
|                                | 2-5 External certification  | About our report                 | 6.          |   |
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|                                | 2-8 Other non-employees   | Trans-Sped employees             | 48.         |   |
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|                                | 2-17 The collective knowledge of the highest governance body on sustainability                      | Management of Trans-Sped         | 72.         |   |
|                                | 2-18 Evaluation of the performance of the highest governance body                                   | People-centred workplace culture | 54.         |   |

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|                                | 2-20 Remuneration policy                       | People-centred workplace culture                                 | 54.           |  |
|                                | 2-21 Annual remuneration rate                  |  |               | We strive to provide transparent data, but this is not currently public information. |
|                                | 2-22 Sustainability Strategy Statement         | Letter from the Owner, ESG strategy                              | 4., 18.       |  |
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| GRI 3: Material topics         | 3-1 Process to determine material topics       | Material topics  | 24.           |  |
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|                                | 3-3 Management of material topics              | Environment, Social engagement, Responsible corporate governance | 26., 46., 72. |  |

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|                                     | 201-2 Financial implications, risks and opportunities of climate change            | Risk management                   | 83.         |                                    |
|                                     | 201-3 Liabilities for defined benefit and other post-employment benefit plans      |                                   |             | Not relevant                       |
|                                     | 201-4 Financial assistance from general government                                 | About Trans-Sped                  | 8.          |                                    |
| GRI 204: Supplier practices         | 204-1 Proportion of local suppliers  | Sustainable procurement practices | 85.         |                                    |
| GRI 205: Anti-corruption            | 205-1 Areas assessed for corruption risks  | Business Ethics and Compliance    | 75.         |                                    |
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|                                     | 205-3 Confirmed corruption cases and actions taken                                 | Business Ethics and Compliance    | 75.         |                                    |
| GRI 206: Anti-competitive behaviour | 206-1 Legal action on anti-competitive behaviour, antitrust and monopoly practices | Business Ethics and Compliance    | 75.         |                                    |
| GRI 302: Energy management          | 302-1 Energy consumption within the organisation                                   | Energy consumption                | 27.         |                                    |
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|                                     | 302-3 Energy intensity   | Energy consumption                | 27.         |                                    |
|                                     | 302-4 Energy savings   | Energy consumption                | 27.         |                                    |
|                                     | 302-5 Reducing the energy demand of products and services                          | Energy consumption                | 27.         |                                    |



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| GRI 305: Emissions                             | 305-1 Direct (Scope 1) GHG emissions  | Greenhouse gas emissions          | 34.         |  |
|  | 305-2 Indirect (Scope 2) GHG emissions                                      | Greenhouse gas emissions          | 34.         |  |
|  | 305-3 Other indirect (Scope 3) GHG emissions                                | Greenhouse gas emissions          |             | We do not yet have figures for Scope 3 emissions, but our aim is to develop a system to measure them and reduce the resulting emissions. |
|  | 305-4 GHG emission intensity ratio  | Greenhouse gas emissions          | 34.         |  |
|  | 305-5 Reducing GHG emissions  | Greenhouse gas emissions          | 34.         |  |
|  | 305-6 Emissions of ozone-depleting substances                               |                                   |             | Not relevant   |
|  | 305-7 NOx, SOx and other emissions  | Greenhouse gas emissions          | 34.         | We are not obliged to measure emissions regularly, so we do not have any figures.  |
| GRI 306: Waste                                 | 306-1 Waste generation and significant impacts related to waste             | Waste management                  | 37.         |  |
|  | 306-2 Management of significant waste-related impacts                       | Waste management                  | 37.         |  |
|  | 306-3 Waste generated   | Waste management                  | 37.         |  |
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|  | 308-2 Negative environmental impacts in the supply chain and measures taken | Sustainable procurement practices | 85.         |  |

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|   | 401-2 Benefits for full-time employees not provided to temporary or part-time employees                    | Trans-Sped employees      | 48.         |                                    |
|   | 401-3 Parental leave   | Trans-Sped employees      | 48.         |                                    |
| GRI 403: Occupational health and safety | 403-1 Leadership approach  | Health and safety at work | 65.         |                                    |
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|   | 403-4 Employee participation, consultation and communication in the field of health and safety at work     | Health and safety at work | 65.         |                                    |
|   | 403-5 Occupational health and safety training  | Health and safety at work | 65.         |                                    |
|   | 403-6 Promotion of workers' health   | Health and safety at work | 65.         |                                    |
|   | 403-7 Prevention and reduction of occupational health and safety impacts directly related to the operation | Health and safety at work | 65.         |                                    |
|   | 403-8 Workers covered by the occupational health and safety management system                              | Health and safety at work | 65.         |                                    |
|   | 403-9 Injuries at work   | Health and safety at work | 65.         |                                    |
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|  | 404-2 Employee skills development and transition programmes                                  | Training and education            | 70.         |  |
|  | 404-3 Percentage of employees receiving regular performance and career development reviews   | Training and education            | 70.         |  |
| GRI 405: Diversity and equal opportunities   | 405-1 Diversity of governing bodies and employees  | People-centred workplace culture  | 54.         |  |
|  | 405-2 Ratio of women's basic wages and salaries to men's                                     |                                   |             | We strive to provide transparent data, but this is not currently public information. |
| GRI 406: Discrimination / Non-discrimination | 406-1 Incidents of discrimination and corrective actions taken                               | Business Ethics and Compliance    | 75.         |  |
| GRI 413: Local communities                   | 413-1 Programmes involving the local community   | Working with local communities    | 62.         |  |
|  | 413-2 Operations with significant actual and potential negative impacts on local communities | Working with local communities    | 62.         |  |
| GRI 414: Suppliers social Evaluation         | 414-1 New suppliers screened against social criteria   | Sustainable procurement practices | 85.         |  |
|  | 414-2 Negative social impacts in the supply chain and actions taken                          | Sustainable procurement practices | 85.         |  |
| GRI 418: Data protection                     | 418-1 Substantiated complaints about breaches of customer privacy and loss of customer data  | Data security                     | 91.         |  |

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Impressum

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