



# Sustainability Report

# Contents

## Introduction

- Ipex - Identity card..... p4
- Sustainable approach ..... p5
- Certifications..... p6

## Planet

- **SDG 12** Responsible consumption and production..... p8
  - Energy..... p9
  - Carbon emissions..... p10
  - Water..... p12
  - Waste and Use of Resources..... p13
  - Sustainable design ..... p16
- **SDG 13** Measures against climate change..... p18
  - Decarbonation..... p19
  - Air, water and soil pollution..... p21
- **SDG 15** Life on Earth..... p22
  - Impacts on biodiversity, ecosystems and land uses ..... p23
  - Biodiversity-sensitive areas..... P25

## People

- **SDG 3** Good health and well-being..... p28
  - General characteristics and key figures..... p29
  - Well-being ..... p30
- **SDG 1** No poverty..... p31
- **SDG 4** Quality education..... p32
  - Training..... p33
  - Raising staff awareness on sustainability..... p33

## Prosperity

- **SDG 11** Sustainable cities and communities..... p34

## Partnership

- **SDG 17** Partnerships to achieve the goals..... p36
  - Certifications..... p37
  - Sustainable communication..... p37

## Actions undertaken for Cifal Unitar Cycle 1 certification

## In conclusion

# Introduction



When we took over Ipex in 2000, with the various teams - small at the start, larger now - we went from a company whose sole activity was printing documents to a company whose expertise and know-how are based on processing and managing unique data.

Respect for nature, a concern not to waste and a certain amount of common sense are all part of my values. For several years now, at Ipex, we have been implementing responsible initiatives within the company, such as the installation of solar panels, LED lighting, raising staff awareness of energy consumption, and annual well-being interviews in the workplace. Following the Covid' crisis and in view of the climate crisis, this transition towards a more sustainable world has become an obvious necessity.

We chose the Cifal-Unitar certification because the efforts required to obtain it will influence the way the company works. It forces us to look at our activities from a new perspective, while respecting our own pace and the company's purpose. It is naturally in line with one of our fundamental values, which is continuous improvement, and helps to ensure that the various teams are more closely involved in the project.

This first CSR report from Ipex is important because it illustrates the path Ipex is taking to achieve two of my dearest wishes:

- that Ipex can continue to operate in tomorrow's market and,
- that my children, their generation and the next one can enjoy a bright future on our planet.

So I'm delighted to share this first report with you. I hope you enjoy reading it,

Rodolphe van der Straten  
Managing Director

The transition  
towards a more  
sustainable world  
has become an  
obvious necessity.



# IPEX IDENTITY CARD

**Vision :** To become your partner for secure data exchange.

**Mission :** To offer secure, customised data exchange solutions through the generation and processing of variable-content documents and labels, in the context of sustainable transition.

**Values :**

creativity

flexibility

team spirit

safety

respect

environment

# SUSTAINABLE APPROACH

Based in Belgium (Wallonia) and founded in 1986, Ipex is a major player in managing document flow and processing unique and variable data. The company offers its customers innovative document solutions that :

- simplify the exchange of information,
- improve traceability,
- are accelerating digitisation,
- and facilitate payments.

In practical terms, Ipex offers secure solutions that enable its customers to :

- send one-off documents to their own customers and partners, in paper or digital form, and track these shipments,
- identify their goods and be able to track them, by printing labels with traceability barcodes.

As mentioned above, sustainability is a fundamental corporate objective. It is, thus, important to bring together the actions initiated with this aim and to share them with the various stakeholders. This enables its various partners (customers and suppliers) to get to know Ipex and the values that drive it. This helps to build long-term commercial relationships.

When drawing up this first report, Ipex, a Walloon SME, chose to begin its reporting journey according to the Voluntary Sustainability Reporting Standard for non-listed SMEs (VSME) currently under development. This voluntary VSME standard, which is due to be published in its finalised version in early 2025, encourages small and medium-sized enterprises to produce a simplified sustainability report. This document contains the relevant information to ensure the transition to a more sustainable economic world and to inform partners in the value chain.

The approach adopted by Ipex incorporates the initial elements of the VSME, enriched by feedback from the public consultation of May 2024, to lay a solid foundation for reporting in line with current sustainability standards.

01

**Reporting period :**  
full year 2023 and first 9 months of 2024

02

**Reporting** according to VSME\* criteria: individual basis

03

**Address :**  
Ipex Saintes is located Avenue Landas 5,  
1480 Saintes

04

**Nace code :**  
63.110 - Data processing, hosting and related activities.

05

**Sales**  
Sales 2023 - €26.5 million  
Turnover – first 9 months 2024 – €22.3 million

06

**Total Balance sheet**  
Balance sheet 2023 : € 12.6 million  
Balance sheet 01-09 2024 : € 11.6 million

\*For VSME, see page 5 of this report.



CERTIFICATIONS



CIFAL – UNITAR



FSC®



eIDAS



ISO 9001



ISO 14001



ISO 27001

For several years now, Ipex has been concerned about the environment, the well-being of its employees and the development of constructive relationships with its customers and partners. Therefore, it has chosen to comply with a number of certifications, including ISO 14001, ISO 9001, ISO 27001, FSC® and eIDAS.

Since June 2024, Ipex has been undertaking the CIFAL - UNITAR certification to actively participate in the 17 Sustainable Development Goals (SDGs) defined by the United Nations. This process encourages IPEX to implement a minimum of 10 initiatives per year to participate in the transition to a more sustainable world.

The projects undertaken in 2024 are part of a virtuous circle. They will enrich the policies already in place and strengthen the foundations for the future.

During this first cycle, Ipex has chosen to focus on the following 8 objectives by carrying out concrete projects, thus playing a direct part in the 5 main pillars: Planet, People, Prosperity, Peace and Partnerships. These pillars determine the structure of this report, namely

Planet : 

SDG 12

SDG 13

SDG 15

People : 

SDG 3

SDG 1

SDG 4

Prosperity : 

SDG 11

Partnership : 

SDG 17



As you can see, this first year is focused on understanding Ipex’s impact on the outside world by measuring certain key elements (carbon, environment and mobility) and on raising awareness among the company’s employees of the challenges of sustainable transition.

In the coming years, the company will continue to take positive action on goals close to its core activities, such as SDGs 3, 4, 11, 12 and 13, while exploring areas that are a little further away but crucial for the future, such as the ‘Zero Hunger’ goals and reducing inequalities.

- SDG 1

No poverty
- SDG 3

Good health and well-being
- SDG 4

Quality education
- SDG 11

Sustainable cities and communities
- SDG 12

Responsible consumption and production
- SDG 13

Measures against climate change
- SDG 15

Life on earth
- SDG 17

Partnerships to achieve objectives



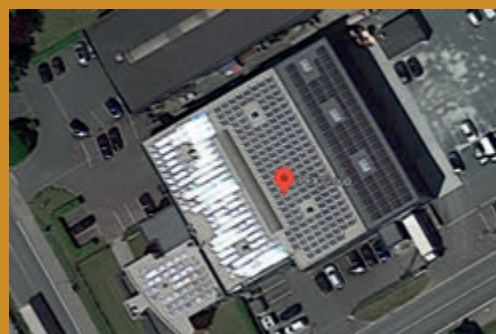
# Planet

## SDG 12 - RESPONSIBLE CONSUMPTION AND PRODUCTION

The aim of this objective is to develop an eco-design process that will lead to more responsible choices of materials and production processes. This process starts with a clear understanding of the situation.

At Ipex, this has resulted in an analysis of energy consumption and carbon emissions, water consumption and the waste generated by the company.

In 2024, Ipex also invested in a sustainable refurbishment of its canteen.



# Energy and carbon emissions

## Energy



In 2015, Ipex began covering its roof with solar panels, and has continued to equip itself over the following years. Today, 398 solar panels cover the roof of Ipex. In 2023, they supplied 32% of the company's electricity needs. All the lighting is LED.

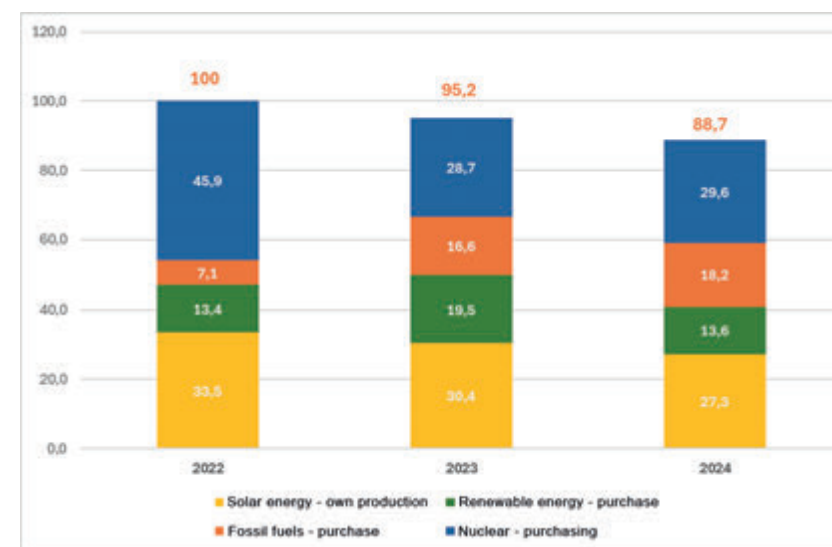
For heating and air conditioning, two air-to-water heat pumps have been installed

As a result, by 2024, Ipex will not be using fossil fuels, but only electricity for its energy consumption.

The following graph illustrates energy consumption, which has been falling year on year as a result of the company's energy-saving choices, such as the purchase of more energy-efficient machines. This reduction has also been reinforced by the ever-increasing awareness among our staff of the importance of doing the right thing for the environment.

### Breakdown of electricity consumption by source of supply

base index 100 = year 2022



\*The 2024 figures are the current figures for the period January to September included and an estimate based on 2023 for the last 3 months of the year.

\*\* The sources of supply are based on the internal statement and details of our electricity bills.

Although Ipex has signed up to a mixed energy contract, in 2024 it can be estimated that the company will be using 45% green energy for its consumption: 31% from the production of its own photovoltaic panels and 15% supplied by the electricity supplier according to the breakdown in the mix purchased. Only 2% of the output from solar panels is fed back into the grid.





The calculation of carbon emissions is based on the GreenHouse Gas protocol (GHG protocol), a methodology that originated in the United Kingdom and has become an internationally accepted and used standard for accounting and reporting greenhouse gas emissions. The protocol defines three fields of action, known as 'Scope 1, 2 and 3', which cover the following emissions.

- **Scope 1** – Direct emissions: these are direct emissions from sources owned or controlled by the company itself.
- **Scope 2** - Indirect energy emissions: these emissions result from the consumption of electricity, steam, heat or cooling purchased and consumed by the company, but produced outside the company.
- **Scope 3** – All other indirect emissions that result from the company's activities but from sources that are not owned or controlled by the entity. This includes emissions from sources such as purchased goods and services, business travel, employee travel, waste disposal, etc.

As far as energy is concerned, only Scope 1 and 2 are included in this report, for the full year 2023

### Scope 1

Scope 1 carbon emissions are equivalent to 27.26 tCO2e and come from company car fuel and the refrigerant gases contained in heat pumps and refrigerators.

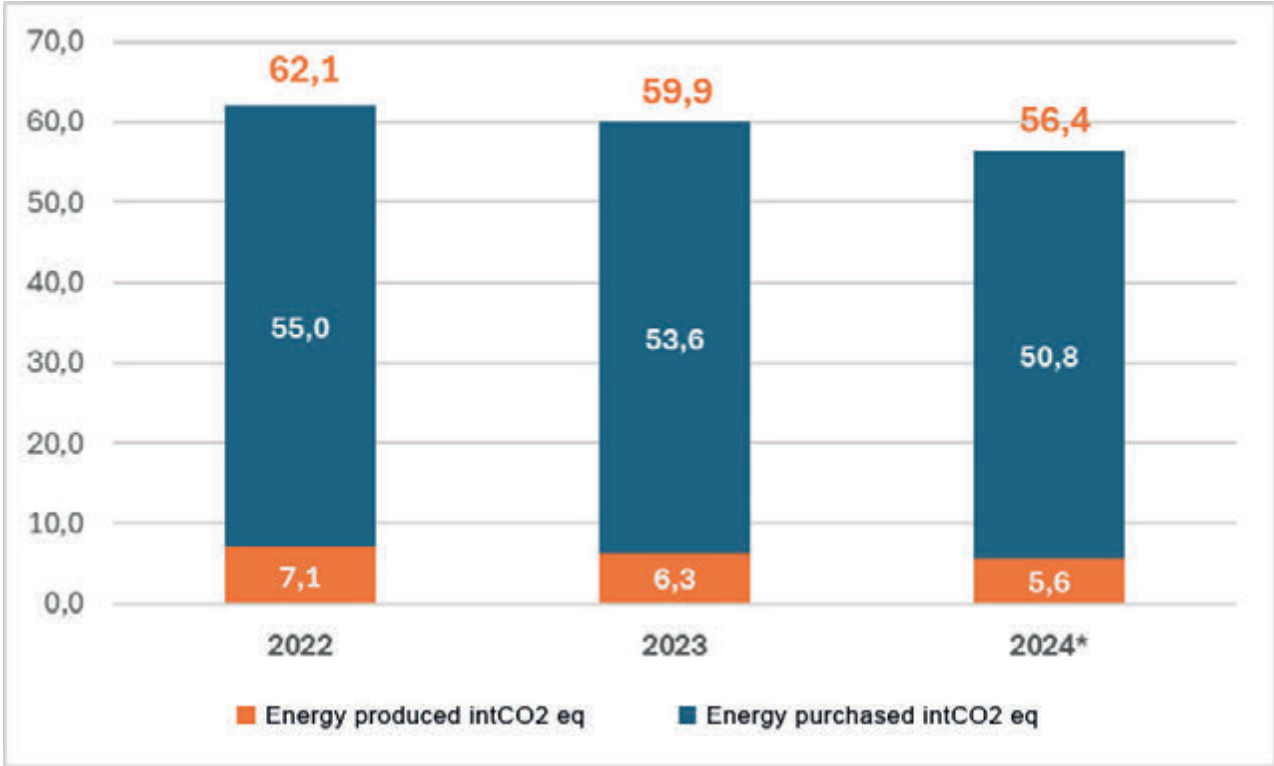
Scope 1	tCO2e
Fue of company cars (18)	24,62
Refrigerant gases (heat pumps, fridges)	2,64
<b>Total</b>	<b>27,26</b>

### Scope 2

Lower energy consumption means a smaller carbon footprint, as shown in the graph below. Carbon emissions have been calculated using the 'location-based' method, which reflects the average energy emissions of the local networks on which the energy is consumed.

Ipex currently has a mixed energy contract, with no green certificates.

Carbon emissions linked to energy consumption



Source: Bilan carbone Ipex 2023 + \*The 2024 figures are the current figures for the period January to September inclusive and an estimate based on 2023 for the last 3 months of the year.

The emission factor (EF) used to calculate the carbon footprint of solar panels and therefore the energy produced refers to an average solar panel produced in China. The EF emission factor spreads the panel's footprint over the number of kWh it is expected to produce over its lifetime; it is therefore an EF per kWh.

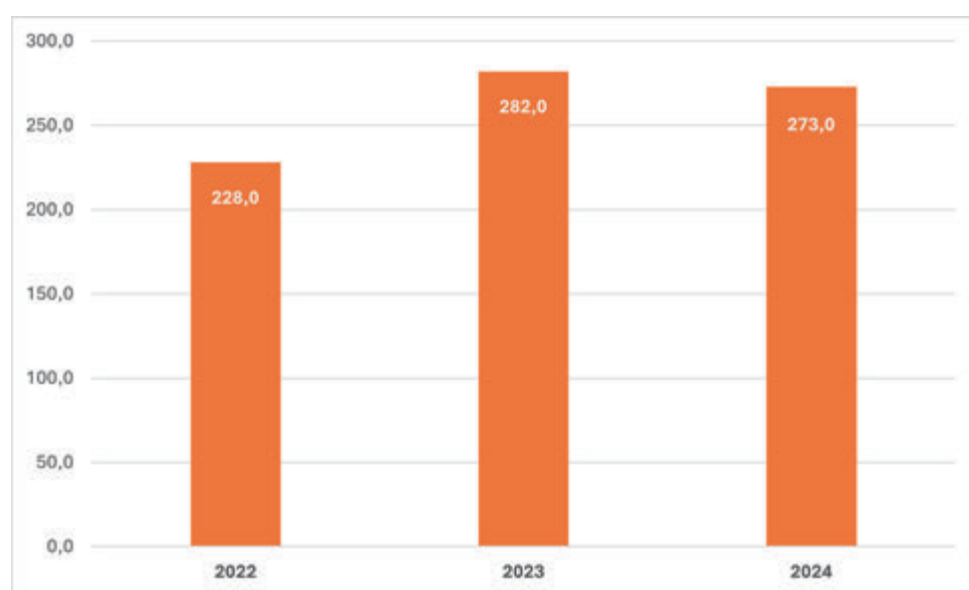


**Target 2025** : By 2025, Ipex aims to source 20% of its energy needs from green sources. This will be achieved by reviewing the contracts with the supplier. The aim is to achieve 100% green energy by 2030.

# Water

Ipex's water consumption corresponds to its domestic use, since its business activity does not use water. Water is only used in the kitchens and toilets and therefore varies according to the number of employees.

Water consumption in m3 according to Moving Annual Totals (MAT)



The increase between 2022 and 2023 is explained by the Post Covid return to the office. Consumption in 2024 corresponds to 12 litres per day per employee, the equivalent of 2 flushes. Consumption can therefore be described as very reasonable.



**Target 2025 :** When Ipex considers its value chain, the paper industry is a major consumer of fresh water. In order to better understand the ins and outs of this issue and its impact on the environment, this point will be put on the agenda at the stakeholder - suppliers meeting in 2025.

# Waste Use resources



## Use of resources

The resources most used at Ipex are those linked to the world of printing (paper, inks, printers) and those needed to process and send data digitally (computers and other digital tools). In this first report, Ipex has chosen to focus on its main resources.

### Paper mail

#### FSC®-certified paper rather than recycled paper.

- By 2023, Ipex will be using around 95% FSC® mix 70% and European Ecolabel certified paper and 2% recycled paper.
- The use of FSC® certified paper guarantees that the raw materials used come from forests that are managed in an environmentally and socially sustainable manner. At present, Ipex customers are more likely to choose FSC® paper than recycled paper.



#### Printers and Inks

- Ipex works with inkjet printers. Unlike toner-based laser systems, inkjet printers do not release ozone into the workspace. Their use is maximised for several million prints. They are then offered on the second-hand market by the supplier.
- The inks used by the company are 'clean' because they are mineral inks. These inks are not considered to be substances or groups of chemical substances that can cause harmful effects on humans and/ or the environment (SVHC or POPs). In addition, the ink used has obtained a de-inkability\* score of 77% according to the INGEDE 11 method, which allows the ink to be disposed of properly before recycling.

\*The de-inkability of a product refers to the removal of ink from paper prior to recycling. Inkjet printing is regularly seen as a disruptive element in print recycling because it uses hydrophilic inks. However, the oil-based ink used by Ipex is an exception.



Traceability labels

The labels produced by Ipex are designed to be incorporated into transport containers during their manufacture. These labels allow each bin to be uniquely identified throughout its estimated 7-year lifespan.



When delivering to its customers, Ipex itself works with returnable plastic shipping containers. This enables a closed circuit exchange: when labels are delivered, empty dispatch bins are taken back.



**Target 2025** : Following the completion of the decarbonisation plan, in 2025 Ipex will investigate more sustainable alternatives for its two main raw materials, paper and envelopes. Once the alternatives have been identified, Ipex will organise machine tests before making proposals to customers.

Waste management

All waste is sorted on the Ipex site, collected by the Dufour company and processed as described in the tables according to the available channels.

Non-hazardous waste management

98% of the waste generated by Ipex is non-hazardous. Most of it is recycled through the appropriate channels.

Category of non-hazardous waste	Quantity	Treatment of non-hazardous waste
Paper and cardboard	54,4 %	Material recycling
Industrial and household waste	28,0 %	Sorting, recycling and incineration with heat recovery to produce electricity
Wooden pallets	8,4 %	Material recycling
WEEE - Metals (decommissioned appliances)	4,7 %	Material recycling
Plastic films	1,8 %	Material recycling
PMC	0,4 %	Material recycling
ISOMO (Expanded polystyrene)	1,8 %	Material recycling
Aerosol	0,0 %	Material recycling

Hazardous waste management

Ipex generates 2% of hazardous waste per year. The vast majority of this waste is incinerated, while 4% is recycled.

Category of hazardous waste	Quantity	Treatment of hazardous waste
Varnishes and lacquers	1,8 %	Material recycling
Soiled rags	0,2 %	Sorting, recycling and incineration with heat recovery to produce electricity
Solvents	0,1 %	Material recycling
Residues - printing ink cartridges	0,1 %	Material recycling
Aerosols	0,0 %	Material recycling

Recycled waste

70% of the waste generated by Ipex is currently recycled.

Category of waste	Quantity	Waste treatment
Paper and cardboard	54,4 %	Material recycling
Wooden pallets	8,4 %	Material recycling
WEEE - Metals (decommissioned appliances)	4,7 %	Material recycling
Plastic films	1,8 %	Material recycling
PMC	0,4 %	Material recycling
ISOMO (Expanded polystyrene)	1,8 %	Material recycling
Aerosols	0,0 %	Material recycling
Waste - ink cartridges printing	0,1 %	Material recycling



**Target 2025** : In 2025, Ipex will be organising waste workshops. The primary aim is to raise staff awareness on the importance of limiting waste at work and in everyday life. This will be followed by a second 'Waste in the workplace' workshop with the employees concerned, to consider solutions for reducing our mass on waste - both recyclable and non-recyclable.



# Sustainable design



“

*It's motivating to have been able to participate in the development of the project.*

Josiane - HR

*When I learned that some of the wood for the future furniture came from an adapted work company ("Ferme Nos Pilifs") I understood that the project was seriously under way not only in terms of ecology, but also in social and human terms.*

Katrin - IT Development

*It's great to have been able to give our opinion, because at the end of the day, we use the canteen.*

Antoine - Production

”

In any company, the canteen, kitchen and coffee machine are important places for informal communication. They are ideal places for forging links. With the current cafeteria becoming too small, IpeX's management decided to create a new one. This could have been a 'non-project': moving and buying extra tables and chairs.

To begin with, an 'eco-design team' was set up to gather feedback from all the employees on their wishes for this new space: a canteen, with a play area, an informal space for a coffee, and 'solo' areas.

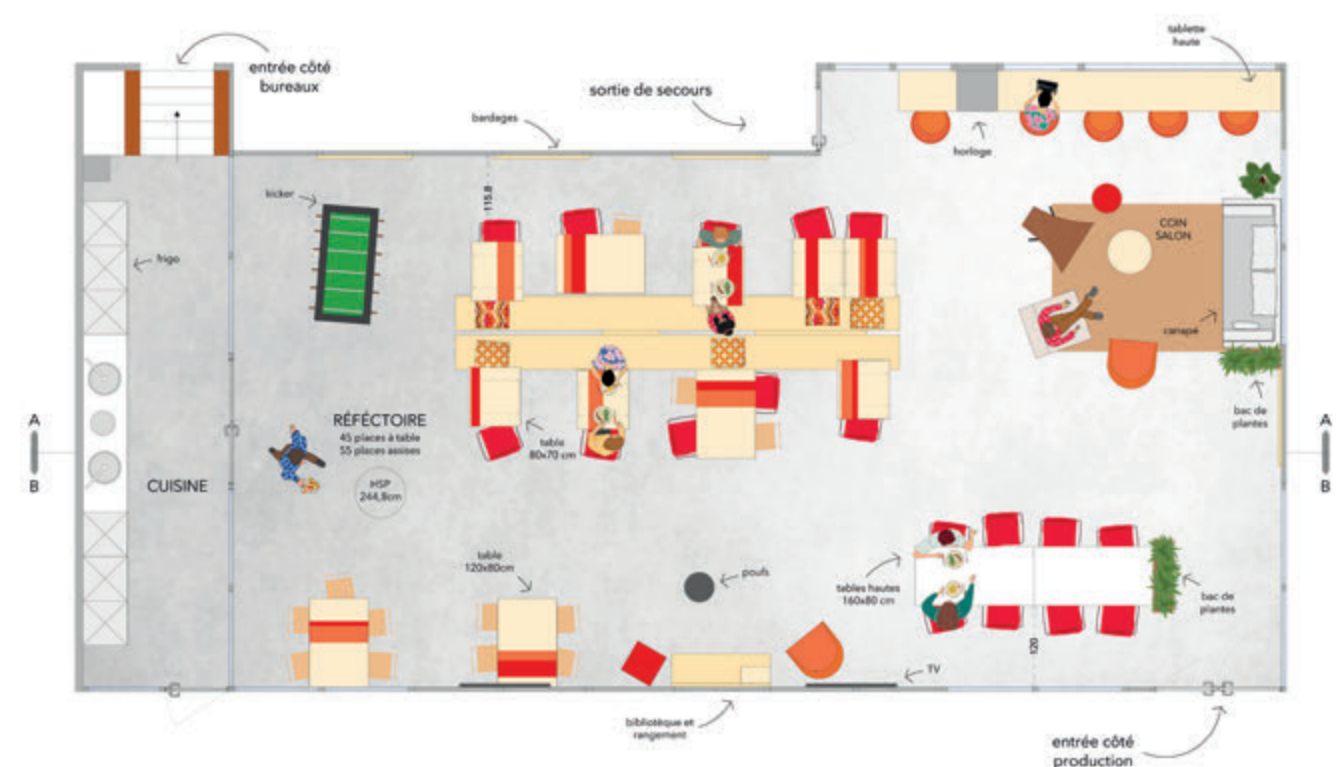
All the materials used to furnish this space have had a first life: school chairs, wooden furniture made from construction waste, armchairs that other companies are tired of...



However, IpeX has turned it into a twofold sustainable project: a development that encourages re-use and collective intelligence.



## LOCATION - plan





# Planet



SDG 13 MEASURES AGAINST CLIMATE CHANGE



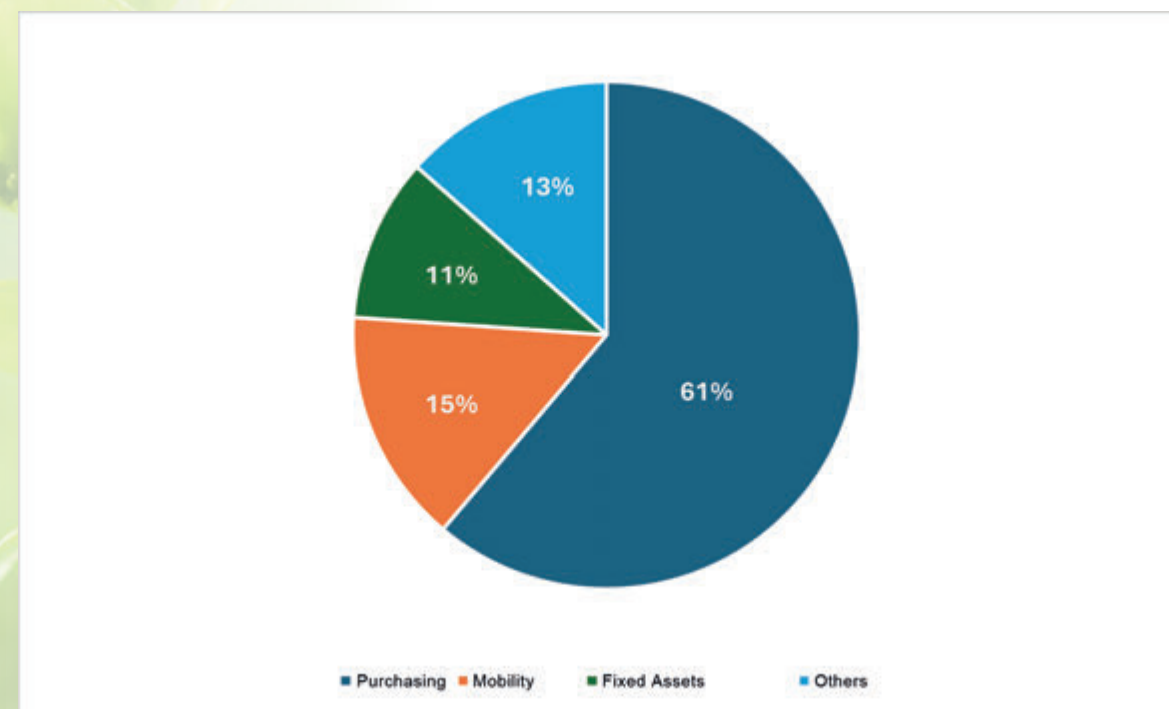
This objective encourages companies to optimise their production and mobilise their value chain first, to identify the sources of greenhouse gases and, second, to reduce them.

## Decarbonation

In order to implement a decarbonisation strategy, it was important for IpeX to understand the origin of its carbon emissions. So, in June 2024, the company carried out its first carbon assessment based on 2023 data, using the GHG Protocol methodology and the ADEME method, with the support of D-Carbonize.

The data collected and analysed enables us to think about carbon reduction strategies.

Key centers in the 2023 carbon balance



Extrait of the IpeX Carbon Assessment 2023

Purchasing is the biggest contributor (61%), followed by mobility (15%) and fixed assets (13%). These figures show us where there is room for improvement and demonstrate that the measures taken in recent years are having a visible impact. One example is the energy sector, which accounts for only 5% of the total, thanks to the installation of solar panels and heat pumps.



**Target 2025** : As most of the opportunities for reducing the carbon footprint lie in scope 3, mainly around purchasing and mobility, IpeX will work with its main stakeholders to ensure that its plans are implemented at meetings on the subject.



## Air, water and soil pollution

### Air

■ IpeX's activities have a minimal impact on air pollution. In fact, after investigating the areas of activity that seemed likely to contribute to possible pollution, it was found that discharges in the following locations have very little impact on air quality:

- The printing area uses stronger-smelling inks, varnishes and solvents.
- Installations containing fluorinated gas (refrigerators and air conditioners)
- Inbound and outbound logistics.
- Activity areas around designated smoking areas.



### Water

■ The company is located in a public sewerage zone and its wastewater is sent to the Saintes wastewater treatment plant, which is managed by the inBW regional development agency.



Map of wastewater pipes in the Saintes business park.

### Soil

■ As the extent of the impact of IpeX's activities on soil pollution is very limited, we do not consider it to have an impact that needs to be investigated.

“

*The IT Infrastructure department was asked to identify a whole series of indicators for the use of our IT systems.*

*This painstaking research took time, but enabled us to represent our actual consumption according to various factors, such as the disk space consumed by our data, the number of emails sent and the number of KWh consumed by our servers.*

*This will enable us to compare these results over time and measure the impact of the measures we put in place.*

*Antoine - IT Infrastructure*

”



# Planet



## SDG - 15 LIFE ON EARTH

Biodiversity is one of the nine planetary limits under threat.

Restoring terrestrial ecosystems is therefore vital if we are to continue to secure our future.

## Impacts on biodiversity, ecosystems and land use.

Ipex occupies a plot of land in the municipality of Tubize in the Saintes business park, managed by the inBW economic development agency.



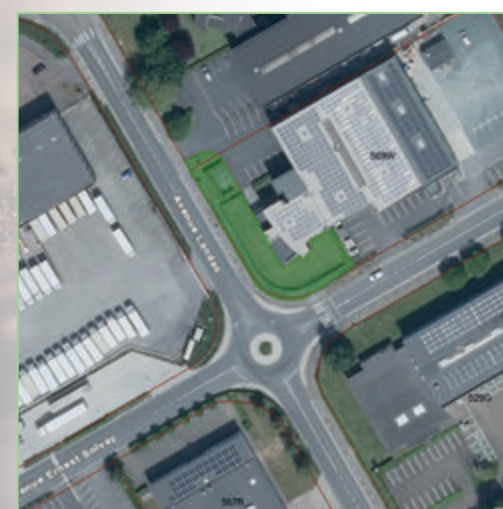
Location of Ipex in the Saintes business park.

Ipex Saintes covers an area of 5,812 m<sup>2</sup>, which the company manages. Of this area, 4,912m<sup>2</sup> is sealed:

- 2,357 m<sup>2</sup>, or 41%, are industrial buildings (concrete structure),
- 1,000 m<sup>2</sup>, or 17%, represents a tarmac car park,
- 925 m<sup>2</sup>, or 16%, represents a semi-rigid pebble parking area,
- 630 m<sup>2</sup> or 11% are office buildings.

And 900m<sup>2</sup> of unbuilt, nature-oriented areas on the site, i.e. 15% of the total surface area.

The Ipex site is currently surrounded by a hornbeam/beech hedge and a lawn area bordering the site entrance and administration area. A cottonwood embankment has been created and surrounds the lawn area.





As part of its ongoing commitment to sustainability and carbon offsetting, Ipex has made a significant financial contribution towards the planting of 1,700 trees in a new forest in Hove in November 2023.

This new forest, called "Postbos", covers 1.25 hectares. The forest will remove just under 10 tonnes of CO2 from the air in the first few years.





**POSTBOS**  
Vlaanderen

The "postal forest" (Postbos in Dutch) was made possible by IPEX, which provides postal services to the Flemish government on behalf of Agentschap Facilitair Bedrijf. By helping to plant 1,700 trees, IPEX is providing additional CO2 offsetting for this project.





**Target 2025 :** Objective 2025: Ipex will be looking at two biodiversity issues in greater depth over the next year:

- the creation of a flower meadow in place of the lawn, providing a living space for a whole range of insects and small mammals. The company would like to enhance this green space with a picnic area for the well-being of its staff during their lunch breaks.
- the flat roofs of the reception area and the meeting room could be planted with sedum-like vegetation.

## Sensitive areas in terms of biodiversity

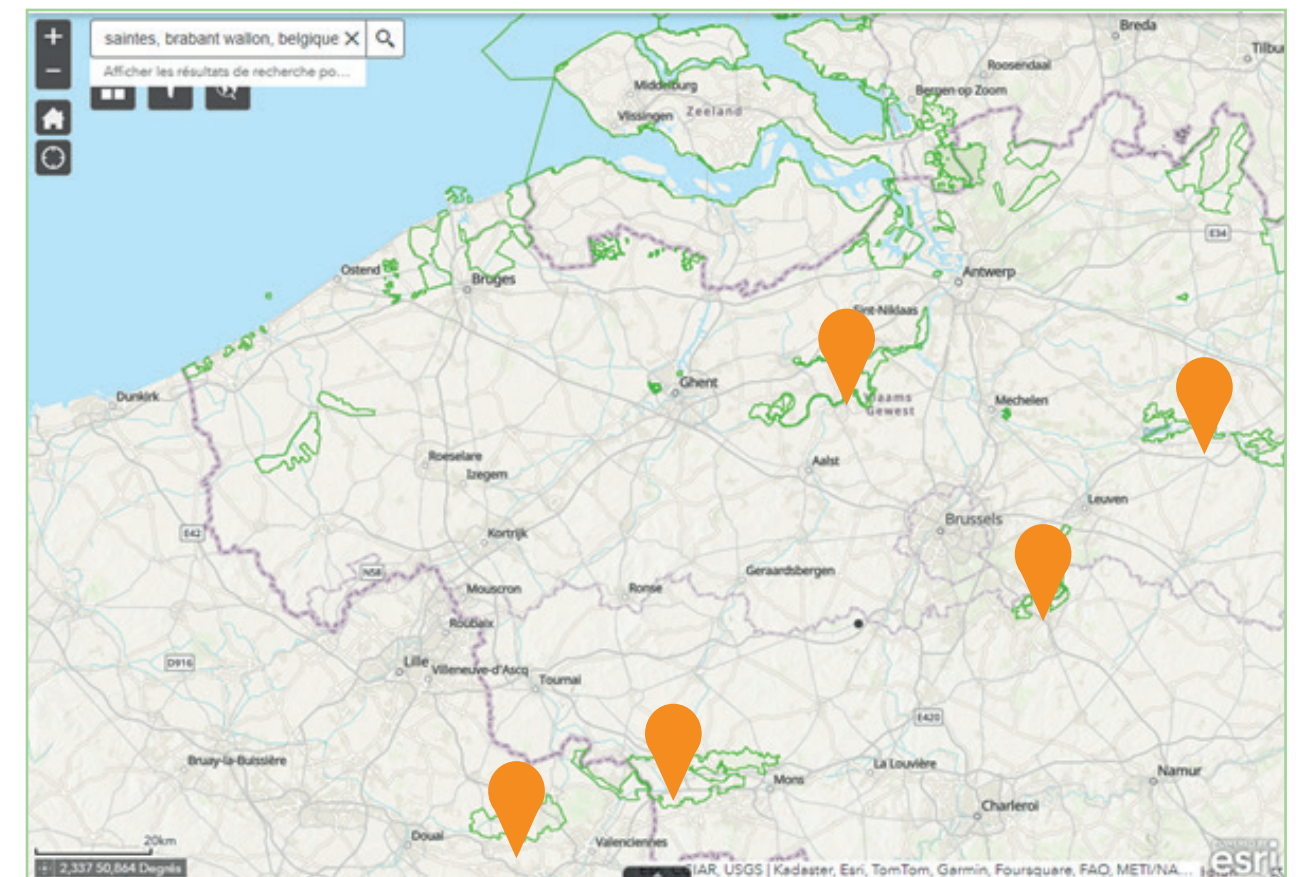
Ipex has chosen to refer to 3 global/European databases in order to determine the biodiversity hotspots around the company.

### Key Biodiversity Areas (KBA)

Key Biodiversity Areas (KBAs) are "sites that contribute significantly to the persistence of biodiversity on a global scale", in terrestrial, freshwater and marine ecosystems. The Global Standard for Identifying Key Biodiversity Areas (IUCN 2016) sets out globally recognised criteria for identifying these areas for biodiversity worldwide.

Five key biodiversity areas have been identified around Ipex, as shown on the map below:

- the Dyle valley and the Haine basin in Wallonia,
- Durme and Middenloop van de Schelde en Demervallei in Flanders,
- the Scarpe and Escaut Valleys in France.



Map of Belgium showing the KBA zones.

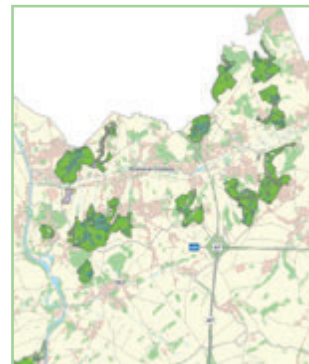


## Natura 2000 sites

These sites are designated to protect a certain number of habitats and species that are representative of European biodiversity. Their aim is to ensure that biodiversity issues are better taken into account in human activities, and they are therefore fundamental tools in European biodiversity conservation policy.

There are five Natura 2000 sites around Ipex: 3 in Wallonia and 2 in Flanders.

Brabant tributaries of the Senne



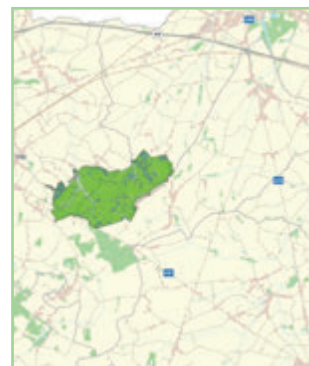
<https://geoportail.wallonie.be/walonmap>

Houssière Wood



<https://geoportail.wallonie.be/walonmap>

Enghien and Silly woods



<https://geoportail.wallonie.be/walonmap>

Hal Wood



<https://www.natura2000.vlaanderen.be/gebied/>

Flemish Ardennes



<https://www.natura2000.vlaanderen.be/gebied/>

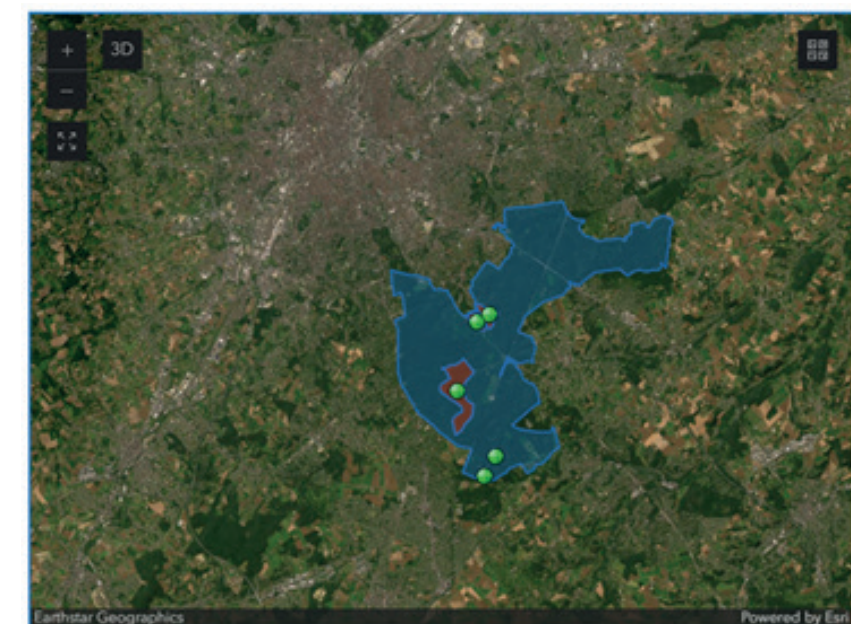
## UNESCO World Heritage

Belgium has 16 properties on the UNESCO World Heritage List.

The vast majority of these properties are cultural; only one is a natural property. This is a transnational property covering 18 countries: the primary and ancient beech forests of the Carpathians and other regions of Europe.

"Not all of the Forêt de Soignes has been recognised as a World Heritage Site. More specifically, it concerns five parts designated as integral forest reserves, which are located in the Joseph Zwaenepoel reserve, the Grippensdelle and the Ticton forest reserve. These parts of the Forêt de Soignes are no longer managed and are characterised by a very complete composition with exceptionally old trees and an exceptionally rich biodiversity".

Aerial view of the Forêt de Soignes.



Source : <https://www.foret-de-soignes.be/la-foret-de-soignes/patrimoine-mondial-de-lunesco/>

# 16,34%

For information, 16.34% of land and inland water bodies worldwide and in Belgium are protected areas.

Source: <https://www.protectedplanet.net/en> (October 2024)



**Target 2025** : This analysis has enabled Ipex to identify key neighbouring biodiversity areas. In 2025, Ipex will contact some of these areas to consider a partnership with one of them.







SDG 3 - GOOD HEALTH AND WELL-BEING

This objective aims to enable everyone to live in good health and to promote the well-being of all people at all ages.

General characteristics and key figures

Employees

Over the last three years, IpeX has maintained a stable number of employees on its payroll. These employees ensure that IpeX has a solid base of competent staff who are involved in the life of the company.

On an ad hoc basis, the company strengthens its position by working with consultants and freelancers to meet increasingly specific skill requirements.

Employees	2024	2023	2022
On payroll	46	50	48

IpeX, which has a workforce of around 65% male and 35% female representatives, has a management committee with equal numbers of men and women. This rate has remained stable over the last three years, and is explained by the sector in which the company operates, namely IT production and development employees, professions in which women are not yet common.

Payroll employees	2024		2023		2022	
	Absolute value	%	Absolute value	%	Absolute value	%
Women	17	37 %	16	32 %	15	31 %
Men	29	63 %	34	68 %	33	69 %
	46		50		48	

In terms of age, over 50% of employees are in the 35-49 age bracket. IpeX would like to rejuvenate its workforce. However, like many SMEs, IpeX is looking for relatively skilled people, which requires a certain number of years' experience.

Number of Payroll employees	2024		2023		2022	
	Abs	%	Abs	%	Abs	%
<=35	6	13%	9	18%	10	21%
>35 et <=50	26	57%	27	54%	26	54%
50+	14	30%	14	28%	12	25%
	46		50		48	

Health and safety

The accident rate at Ipex is low thanks to the awareness-raising measures put in place by the Prevention and Safety Committee.

	2024	2023	2022
Number and rate of accidents at work	1	0	0
Number of deaths due to work-related accidents and health problems	0	0	0

Compensation

Employees on the payroll are members of the Joint Committee 200.

Comparing gross monthly salaries, the ratio between the highest and lowest salary is 3.49. This can be explained by the existence of 4 main job categories to which salaries are linked:

- Production employee
- Administrative employee
- IT employee
- Executive management

ver the last three years, the overall pay gap between male and female employees at Ipex has remained stable at 4%. Ipex will be investigating the sources of disparity in more detail over the coming year.

Payroll employees	2024	2023	2022
Men and women combined	100,00	102,92	91,05
Women	97,45	99,79	88,64
Men	101,24	104,26	92,14
Men vs. women	4%	4%	4%

Well-being

To encourage personal development, annual appraisals at Ipex automatically include a ‘well-being’ section. The following points are covered: how the employee feels about the company (quality and quantity of work, professional/ personal balance, etc.) and the employee’s training plan, taking into account his or her skills and objectives (training courses taken and those to be considered in the future).

Team spirit is very important to Ipex. That’s why, in addition to inter-departmental projects, Ipex organises different types of events throughout the year to encourage cohesion.

In the interests of employee well-being in the performance of their duties, structural teleworking was formalised in March 2022 at Ipex. Occasional teleworking is also possible, for certain functions, projects or circumstances.



**Target 2025 :** Well-being at work depends on a good quality of material and personal life both inside and outside the company. Ipex therefore aims to set up awareness-raising workshops on responsible consumption and eating, as well as on the importance of a healthy lifestyle.

People



SDG 1 - NO POVERTY

The goal of sustainable development encompasses initiatives to eradicate poverty in all its forms, everywhere in the world.

Ipex offers financial support to its employees on a personal and confidential basis, including the possibility of salary advances or a loan repayable in several monthly instalments.

These initiatives are designed tto help employees deal with one-off or unforeseen financial needs.



**Target 2025 :** This service will continue in the years to come. Ipex is thinking of adding to this offer with, for example, access to a monthly budget management adviser or by applying a solidarity pricing system for certain companies.



# People



## SDG 4 - QUALITY EDUCATION

Promoting opportunities for lifelong learning is one of the aims of this objective.



## Training

Ipex organises a business training course for all new employees. Over the course of 7 sessions, the various managers present their team, its role within the company and its greatest challenges.

All employees' training needs are identified during their annual appraisal. In recent years, the company has noticed that it is difficult for staff to take time out for training, the main reason given being workload. At the same time, according to an internal survey, over 80% of Ipex employees say that they find a balance between their professional and personal lives most of the time.



**Target 2025** : Organise a campaign to raise awareness within the organisation of the importance of continuing training throughout one's professional career.

## Raising staff awareness of sustainable development

- organising workshops on the SDGs. Three awareness-raising sessions were organised for employees to mark the launch of UNITAR certification and to involve all employees in sustainable development issues.
- creating a monthly newsletter on these themes. Since March 2024, we have been sending out a monthly newsletter to employees on various CSR themes.
- through informative displays such as a large SDG fresco or the revision of waste signage.



## Reception of staff children as students and trainees

Every year, Ipex encourages staff children to take part in work placements or student jobs.



**Target 2025** : Continue to raise awareness of sustainable issues that are important to employees, such as recycling, via monthly newsletters and/or dedicated workshops, and continue to welcome employees' children for student jobs or work placements.



# Prosperity



## SDG 11 - SUSTAINABLE TOWNS AND COMMUNITIES

This objective calls for cities and human settlements to be open to all, safe, resilient and sustainable.



In order to gain a better understanding of the 'Mobility' item in the Bilan Carbone, Ipex carried out a mobility audit in July 2024 to assess the commuting of its employees and the associated environmental impact.

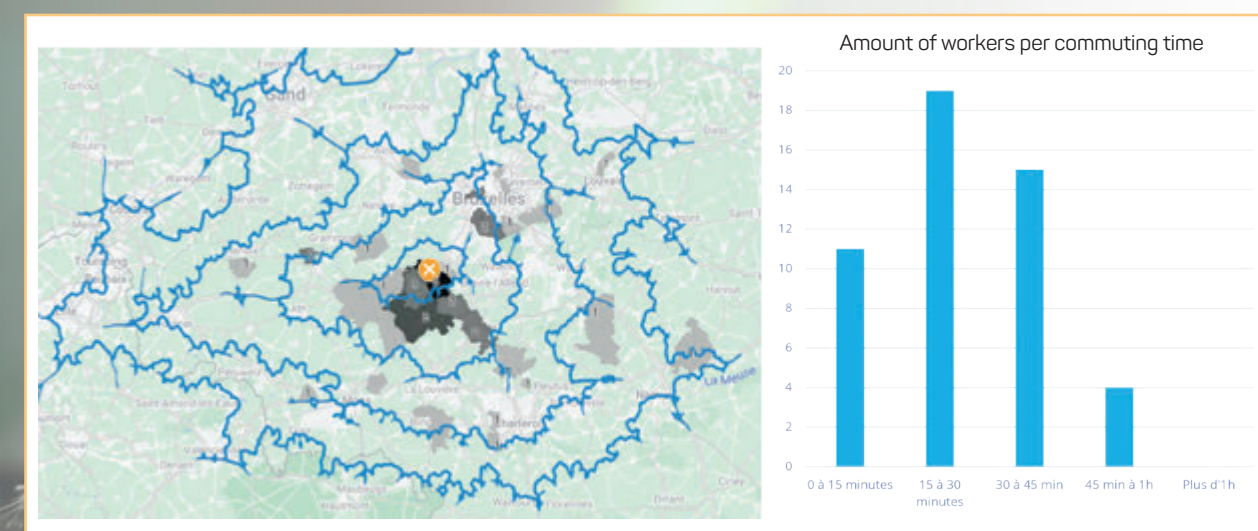
This analysis was used to launch an awareness-raising challenge during the Mobility Week and to identify the soft forms of transport to be favoured at Ipex, namely cycling and car-sharing.

In 2023, Ipex initiated the electrification of its vehicle fleet. The aim is to reduce our carbon footprint by gradually replacing internal combustion vehicles with more environmentally friendly hybrid or electric vehicles.

In September 2023, four charging stations were installed on the site to support this transition to electric power.



### Distance from home to work



Extract from the Ipex Mobility Assessment 2024



**Target 2025 :** Based on the results of the audit and the success of the collective challenge during Mobility Week, Ipex will continue in 2025 to raise awareness and offer incentives for soft mobility, such as training in safe cycling and eco-driving for cars.



# Partnership



## SDG 17 - PARTNERSHIPS TO ACHIEVE THE OBJECTIVES

This objective encourages companies to strengthen the means of implementing and revitalising the global partnership for development.

### Certifications

- ISO 9001, 14001 and 27001 certifications obtained, and integrated into the same quality management system. These certifications, all of which guarantee operational excellence, are based on the pillars of risk analysis and continuous improvement.

ISO 9001 requires IpeX to identify and understand the needs and expectations of all stakeholders, and to ensure that the company's objectives are in line with these.

The ISO 14001 standard helps IpeX to reconcile operational imperatives with respect for the environment.

Lastly, ISO 27001 guides IpeX in the area of information security, enabling it to ensure the availability, integrity and confidentiality of information passing through its systems.

- FSC® certification obtained

The company has decided to use as much FSC®-certified paper as possible, whether or not customers request it. This eco/socio/environmental label guarantees the sustainable management of forests in a way that is socially beneficial to all stakeholders and economically viable.

- Obtaining eIDAS certification

The eIDAS regulation, which stands for Electronic Identification, Authentication and Trust Services, has established the framework needed to make electronic interactions between businesses safer, faster and more efficient, regardless of the European country in which they take place. It is a European regulation that has created a single framework for electronic identification (eID) and trust services, facilitating the provision of services throughout the European Union.

- Cifal - Unitar certification obtained (ODD)

- This certification is part of the APC2030 sustainability trajectory (Ambassador, Pioneer and Champion) and aims to provide companies with the tools they need to :

- Develop a robust, future-proof strategy for organisations that integrates the principles of sustainability and the SDGs.
- raise companies' sustainability ambitions to actively shape a sustainable future.

The APC2030 Sustainability Trajectory uses an external approach to sustainability, which means that sustainability targets are set in response to external, societal or global needs.

### Sustainable communication

- Setting up a CSR report  
 Since this year, IpeX has been committed to integrating environmental, social and governance (ESG) criteria into its operations to meet the expectations of its stakeholders. The company has compiled its objectives and actions already undertaken into a report for the year 2024.



**Target 2025 :** To continue to maintain our certifications, and to comply on a voluntary basis with new best practice and standards in the field of sustainable development.



Action list to obtain the Certification Cifal Unitar Cycle 1

SDG	Description SDG	2024	2024 - Cycle 1
			Actions
PLANET			
SDG 6	Clean water and sanitation		
SDG 12	Responsible consumption and production		<b>Reducing the environmental footprint</b> <ul style="list-style-type: none"><li>- Setting up a deposit system for traceability bins</li><li>- Use of clean inks for printing</li><li>- Introduction of a new envelope standard</li><li>- Use of FSC mix certified paper</li><li>- Sorting and collecting waste, particularly strapping ties</li></ul> <b>Sustainable development</b> <ul style="list-style-type: none"><li>- Creation of an eco-design team</li><li>- Use of 80% recycled materials</li><li>- Creation of a relaxation area for staff</li></ul>
SDG 13	Measures against climate change		<b>Carrying out a carbon assessment and reduction plan</b>
SDG 15	Life on earth		<b>Biodiversity policy</b> <ul style="list-style-type: none"><li>- Carrying out an environmental diagnosis</li><li>- Plant a hedge around the building</li><li>- 1700 trees planted</li></ul>
PEOPLE			
SDG 1	No poverty		<b>Financial insecurity</b> <ul style="list-style-type: none"><li>- Personal and confidential financial assistance for employees on request</li><li>- Gift distribution</li></ul>
SDG 3	Good health and well-being		<b>Employee well-being</b> <ul style="list-style-type: none"><li>- Setting up appraisal interviews with all staff</li><li>- Organising events for each department and for the company.</li><li>- Introduction of structural teleworking</li></ul>
SDG 4	Quality education		<b>Raising employee awareness</b> <ul style="list-style-type: none"><li>- Organisation of workshops to raise awareness of the SDGs</li><li>- Monthly newsletter on sustainability and the SDGs.</li><li>- Raising employee awareness via posters - waste / charter</li></ul> <b>Training</b> <ul style="list-style-type: none"><li>- Welcoming staff children as students, trainees and sponsors</li></ul>
PROSPERITE			
SDG 11	Sustainable cities and communities		<b>Soft mobility</b> <ul style="list-style-type: none"><li>- Carrying out a mobility assessment</li><li>- Electrification of our vehicle fleet</li><li>- Installation of 4 charging points</li><li>- Organisation of a mobility challenge</li></ul>
PARTNERSHIPS			
SDG 17	Partnerships to achieve objectives		<b>Sustainable communication</b> <ul style="list-style-type: none"><li>- Setting up a CSR reporting system</li><li>- Implementing responsible communication</li></ul> <b>Label</b> <ul style="list-style-type: none"><li>- ISO 14001 - 9001 and 27001 certification obtained</li><li>- FSC certification obtained</li></ul>

In conclusion,

This report is a succinct overview of the many initiatives that have been undertaken by Ipex over the last few years and in particular over the last few months. For this reason, Ipex would like to thank the individuals and companies involved in putting these activities into action, which are moving Ipex forward on the path to sustainability, the path to the future.

- All the staff, always curious and enthusiastic, for the ESG workshops,
- Josiane Ducke, Katrin Amadori, Antoine Lannoye and Gilles Hunninck for their involvement in the eco-design team for the sustainable development of the new canteen.
- The steering committee, and in particular Katrien Grisez, Astrid Lamarche and Jean-Paul Plumier, for the large amount of data collected during this first year of measurements.
- The employees Aurore Huegaerts, Bruno Kremer and Antoine Blairon for the data retrieval during the preparation of the Bilan Carbone,
- Nicolas Lorie, for his work on the layout of this report.
- Mr Randy Francart of Akt-CCI Brabant Wallon for advising and challenging Ipex in obtaining our Cifal-Unitar Cycle 1 certification,
- The companies Clim’Advance, D-Carbonize, Design with Sense, AKT for Wallonia’s Environment Unit and Sustainable Development Unit, and the consultancy firm RSM Belgium for their support on the various initiatives.

I hope that this first CSR report has given you an honest look at how far we’ve already come, and inspired you to follow our progress and, why not, join in the adventure.

If you would like to contact us about this, our ESG team would be delighted to hear from you [rse.be@ipexgroup.com](mailto:rse.be@ipexgroup.com)

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Managing Director





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