

GRI Content Index 2016

Our Global Reporting Initiative (GRI) Content Index is compiled in accordance with the international GRI G4 Guidelines based on the “core” option. The table of contents below provides an overview of the reporting categories. Please click on the page numbers to access the specific GRI indicators directly. The information and data included in the GRI Content Index 2016 only refer to Beiersdorf’s Consumer Business Segment (unless explicitly stated otherwise) and does not cover the tesa Business Segment. Our GRI Content Index 2016 is not externally assured.

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I. List of Abbreviations

3PMs	Third-Party Manufacturers
AIM	European Brands Association
CoC	Code of Conduct
COLIPA	European Cosmetics, Toiletry and Perfumery Association (New: Cosmetics Europe)
CRA	Compliance Risk Assessment
Defra	Department for Environment, Food and Rural Affairs (UK)
DCGK	German Corporate Governance Code
DMA	Disclosure Management Approach
EC	Economic
EMEA	Europe, Middle East, Africa
EN	Environmental
EPAA	European Partnership on Alternative Approaches to Animal Testing
ESMAS	Environmental Protection and Safety Management Audit Scheme
FEA	European Aerosol Federation
FONAP	Forum for Sustainable Palm Oil
FSC	Forest Stewardship Council
GHG	Greenhouse gas
HR	Human Rights
IGA	Industrie Gemeinschaft Aerosole e.V.
IKW	Industrieverband Körperpflege und Waschmittel
ILO	International Labour Organization
INCI	International Nomenclature of Cosmetic Ingredients
LA	Labor Practices and Decent Work
PCs	Production centers
PR	Product Responsibility
OECD	Organization for Economic Cooperation and Development
RSPO	Roundtable on Sustainable Palm Oil
Sedex	Supplier Ethical Data Exchange
SMETA	Sedex Members Ethical Trade Audit
SO	Society
VCI	Verband der Chemischen Industrie
WIE	Wirtschaft. Initiative. Engagement.
WRI	World Resources Institute
WTW	Well-to-Wheel

II. General Standard Disclosures

¹ ++ Completely reported
+ Partially reported
- Not reported

Indicator	GRI Standard Information	Status ¹	Reference																																			
Aspect: Strategy and Analysis																																						
G4-1	Statement from the most senior decision-maker of the organization	++	Beiersdorf_Sustainability_Board_Statement																																			
Aspect: Organizational Profile																																						
G4-3	Name of the organization	++	Beiersdorf AG																																			
G4-4	Primary brands, products, and services	++	Beiersdorf_Our_Profile Beiersdorf_Brands																																			
G4-5	Location of the organization's headquarters	++	Beiersdorf AG, Unnastraße 48, 20245 Hamburg, Germany																																			
G4-6	Number of countries where the organization operates	++	Beiersdorf_Global_Presence																																			
G4-7	Nature of ownership and legal form.	++	Beiersdorf_Shareholder_Structure																																			
G4-8	Markets served	++	Beiersdorf_Business_Segments Beiersdorf_Global_Presence																																			
<p>A breakdown of our regional sales can be found in the Regional Reporting and the Segment Reporting sections of our Annual Report: Beiersdorf_Segment_Reporting_2016 (incl. tesa) Beiersdorf_Regional_Reporting_2016 (incl. tesa) Beiersdorf_Group_Sales_2016 (incl. tesa)</p>																																						
G4-9	Scale of the organization	++	<ul style="list-style-type: none"> Total number of employees for our Consumer Segment: 13,776 For more information please refer to Indicator G4-10 Total number of operations: Beiersdorf_Global_Presence Net sales and total capitalization: Beiersdorf_Ten_Year_Overview_2016 Results of operations Consumer: Beiersdorf_Results_of_Operations_Consumer_2016 Quantity of products provided: In 2016 we sold well above 3.6 billion consumer units globally. 																																			
G4-10	Total number of employees	+	<table border="1"> <thead> <tr> <th></th> <th>Consumer employees total</th> <th>Thereof temporary employees</th> <th>Consumer employees total female share</th> <th>Consumer employees total male share</th> </tr> </thead> <tbody> <tr> <td>Germany</td> <td>3,772</td> <td>233</td> <td>49%</td> <td>51%</td> </tr> <tr> <td>Europe (excl. Germany)</td> <td>3,562</td> <td>103</td> <td>59%</td> <td>41%</td> </tr> <tr> <td>North America</td> <td>330</td> <td>0</td> <td>65%</td> <td>35%</td> </tr> <tr> <td>Latin America</td> <td>2,053</td> <td>21</td> <td>54%</td> <td>46%</td> </tr> <tr> <td>Africa/Asia/Australia</td> <td>4,059</td> <td>757</td> <td>47%</td> <td>53%</td> </tr> <tr> <td>Total</td> <td>13,776</td> <td>1,114</td> <td>52%</td> <td>48%</td> </tr> </tbody> </table>		Consumer employees total	Thereof temporary employees	Consumer employees total female share	Consumer employees total male share	Germany	3,772	233	49%	51%	Europe (excl. Germany)	3,562	103	59%	41%	North America	330	0	65%	35%	Latin America	2,053	21	54%	46%	Africa/Asia/Australia	4,059	757	47%	53%	Total	13,776	1,114	52%	48%
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			Types of worker: The majority of our workers are Beiersdorf employees. Only a small percentage of the organization's work is performed by self-employed individuals or temporary workers. Seasonal variation: No significant variations in employment numbers exist.
G4-11	Percentage of total employees covered by collective bargaining agreements	+	At Beiersdorf AG (headquarters), 47% of employees are employed under collective agreements and 42% of the workforce are non-tariff employees. The remaining 11% of the workforce are executive staff.
G4-12	Organization's supply chain	++	<p>The Beiersdorf supply chain is primarily regional. We perform ongoing supply network analyses and continuously update our supplier network to meet the needs of our consumers. As a result of our latest footprint analysis we are upgrading our supply network in the emerging markets, which also enables us to support the growth of our business. This includes the opening of new factories in Mexico, India and Nigeria, expansions of existing factories, and also the introduction of additional finished goods manufacturers.</p> <p>Our 16 production sites are located in the regions Europe, Americas, Near East (incl. Africa), and Asia Pacific, and produce mainly for their local and regional markets. The principal activities at our production sites are batch mixing and filling activities. Only in exceptional cases we also produce packaging materials or raw materials in our factories. The production network is complemented by specialized finished goods suppliers who also serve the region in which they are located.</p> <p>In the vast majority of cases we source raw and packaging materials from direct materials suppliers. It is our aim to receive our materials from local sources, so the required specification and quality can also be made available locally. Our production sites and finished goods suppliers supply the local distribution structures in the market. Logistics services such as warehousing, picking and packing operations are often outsourced. Most transportation activities are outsourced as well.</p> <p>In general our suppliers are separated into direct materials suppliers for raw and packaging material, finished product suppliers, marketing suppliers, and indirect suppliers.</p> <p>More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf Sustainability Responsible Sourcing</p>
G4-13	Significant changes during the reporting period regarding the organization's size, structure, ownership, or its supply chain	++	<p>Information regarding the size, structure and ownership of Beiersdorf AG is available in our Annual Report: Beiersdorf Business and Strategy 2016 Beiersdorf Capital Structure 2016 (incl. tesa, pages 4-5) Beiersdorf AGs Shareholdings 2016 (incl. tesa) Beiersdorf Acquisitions and Divestments 2016 (incl. tesa)</p>
Aspect: Commitment to External Initiatives			
G4-14	Precautionary approach or principle	++	<p>Beiersdorf Risk Report 2016 (incl. tesa) Beiersdorf Risks and Risk Management Principles 2016 (incl. tesa)</p>
G4-15	Externally developed economic, environmental and social charters, principles, or other initiatives	++	<ul style="list-style-type: none"> • German Diversity Charter • German Corporate Governance Code (DCGK) • The conventions of the International Labour Organisation (ILO) • The Organization for Economic Cooperation and Development (OECD) Guidelines for Multinational Enterprises • Responsible Care Initiative of the "Verband der Chemischen Industrie" (VCI) • The United Nations Universal Declaration of Human Rights • Country-specific statutes and official requirements
G4-16	Memberships of associations and national or international advocacy organizations	++	<p>Organizations with a focus on sustainability:</p> <ul style="list-style-type: none"> • AIM-PROGRESS • European Aerosol Federation (FEA) • European Partnership on Alternative Approaches to Animal Testing (EPAA) • Forum for Sustainable Palm Oil (FONAP) • Roundtable on Sustainable Palm Oil (RSPO) • Sedex • Wirtschaft. Initiative. Engagement. (WIE)

- Industry associations in the cosmetics sector, including:
- Cosmetics Europe (formerly: COLIPA)
 - European Brands Association (AIM)
 - Industrie Gemeinschaft Aerosole e.V. (IGA)
 - Industrieverband Körperpflege und Waschmittel (IKW)
 - Verband der Chemischen Industrie (VCI)

Aspect: Identified Material Aspects and Boundaries

G4-17	Entities included in the organization's consolidated financial statements or equivalent documents	++	Beiersdorf_AGs_Shareholdings_2016 (incl. tesa) Beiersdorf_Global_Presence The information and data included in the GRI Content Index 2016 only refer to Beiersdorf's Consumer Business Segment and do not cover tesa. Some indicators refer to data in our 2016 Annual Report. This data may include information on tesa and will be indicated by a reference (incl. tesa).																																																																	
G4-18	Process for defining the report content and the Aspect Boundaries	++	Beiersdorf_Materiality_Analysis Beiersdorf_Sustainability_Reporting Beiersdorf_Sustainability_GRI_Index More information is provided in our Sustainability Review 2016 (page 46, chapter Material Analysis and Multi-Stakeholder Dialog).																																																																	
G4-19	All material Aspects identified in the process for defining report content	++	An overview of our top 20 material Aspects is provided in our Sustainability Review 2016 (page 46, chapter Material Analysis and Multi-Stakeholder Dialog) and on our Corporate Website: Beiersdorf_Materiality_Analysis																																																																	
G4-20/21	Boundaries within and beyond the organization	++	The following chart shows where the material Aspects have an impact within and beyond the organization: <table border="1" style="margin-left: 20px;"> <tr> <td rowspan="6">EN</td> <td>Materials</td> <td>●</td> <td>●</td> </tr> <tr> <td>Energy</td> <td>●</td> <td>●</td> </tr> <tr> <td>Water</td> <td>●</td> <td>●</td> </tr> <tr> <td>Biodiversity</td> <td>●</td> <td>●</td> </tr> <tr> <td>Effluents and Waste</td> <td>●</td> <td>●</td> </tr> <tr> <td>Supplier Environmental Assessment</td> <td>●</td> <td></td> </tr> <tr> <td rowspan="3">LA</td> <td>Employment</td> <td>●</td> <td>●</td> </tr> <tr> <td>Occupational Health and Safety</td> <td>●</td> <td>●</td> </tr> <tr> <td>Supplier Assessment for Labor Practices</td> <td>●</td> <td></td> </tr> <tr> <td rowspan="5">HR</td> <td>Investments</td> <td>●</td> <td>●</td> </tr> <tr> <td>Non-Discrimination</td> <td>●</td> <td>●</td> </tr> <tr> <td>Child Labor</td> <td>●</td> <td></td> </tr> <tr> <td>Forced or Compulsory Labor</td> <td>●</td> <td></td> </tr> <tr> <td>Supplier Human Rights Assessment</td> <td>●</td> <td></td> </tr> <tr> <td rowspan="4">SO</td> <td>Local Communities</td> <td>●</td> <td></td> </tr> <tr> <td>Anti-Corruption</td> <td>●</td> <td>●</td> </tr> <tr> <td>Anti-Competitive Behavior</td> <td>●</td> <td>●</td> </tr> <tr> <td>Compliance</td> <td>●</td> <td>●</td> </tr> <tr> <td rowspan="2">PR</td> <td>Customer Health and Safety</td> <td>●</td> <td></td> </tr> <tr> <td>Marketing Communications</td> <td>●</td> <td></td> </tr> </table> <p style="margin-left: 20px;"> ● Impact beyond the organization ● Impact within the organization </p>	EN	Materials	●	●	Energy	●	●	Water	●	●	Biodiversity	●	●	Effluents and Waste	●	●	Supplier Environmental Assessment	●		LA	Employment	●	●	Occupational Health and Safety	●	●	Supplier Assessment for Labor Practices	●		HR	Investments	●	●	Non-Discrimination	●	●	Child Labor	●		Forced or Compulsory Labor	●		Supplier Human Rights Assessment	●		SO	Local Communities	●		Anti-Corruption	●	●	Anti-Competitive Behavior	●	●	Compliance	●	●	PR	Customer Health and Safety	●		Marketing Communications	●	
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G4-22	Effect of any restatements of information provided in previous reports, and the reasons for such restatements	++	In 2016 we were able to further increase our data coverage as well as improve our data and extrapolation quality. For instance, more office locations have reported sustainability data and we may therefore observe some shifts in data compared to the previous year. Moreover, as of 2016 we have started to use the dual reporting option for our Scope 2 emissions. In 2016 we set ourselves a new climate																																																																	

			target for which the base year 2014 was selected. As of 2017 emission improvements will therefore be reported against a 2014 base.
G4-23	Significant changes from previous reporting periods in the Scope and Aspect Boundaries	++	We do not report significant changes from previous reporting periods in the Scope and Aspect Boundaries. More information is provided on our Corporate Website: Beiersdorf_Materiality_Analysis

Aspect: Stakeholder Engagement

G4-24	List of stakeholder groups engaged by the organization	++	Beiersdorf_Sustainability_Stakeholder_Dialog
G4-25	Basis for identification and selection of stakeholders with whom to engage	++	Beiersdorf_Sustainability_Stakeholder_Engagement Beiersdorf_Sustainability_Stakeholder_Dialog
G4-26	The organization's approach to stakeholder engagement, including frequency of engagement by type and by stakeholder group	++	Beiersdorf_Sustainability_Stakeholder_Engagement More information is provided in our Sustainability Review 2016 (page 46, chapter Material Analysis and Multi-Stakeholder Dialog).
G4-27	Key topics and concerns that have been raised through stakeholder engagement	++	We have identified issues that are key to our stakeholders and which contribute to the success of the company. These key material issues are covered in our "We care." strategy and our sustainability reporting. There are a number of current topics that we discuss with stakeholders in various ways in order to respond to their concerns. Beiersdorf_FAQ

Aspect: Report Profile

G4-28	Reporting period (such as fiscal or calendar)	++	The reporting period is the calendar year 2016.
G4-29	Date of most recent previous report	++	Our last Sustainability Review 2015 was published in June 2016. The GRI Index was published in March 2016.
G4-30	Reporting cycle	++	Beiersdorf AG has an annual reporting cycle.
G4-31	Contact point for questions regarding the report or its contents	++	Beiersdorf_Contact_Sustainability
G4-32	The 'in accordance' option the organization has chosen	++	Our Sustainability Review 2016 is based on the GRI G4 guidelines in accordance with the "core" option and is supplemented by the GRI Content Index 2016. It incorporates reporting on material Aspects.
G4-33	External assurance	++	External assurance of the Sustainability Review was not conducted. Beiersdorf_Sustainability_Ratings

Aspect: Governance

G4-34	Governance structure of the organization, including committees of the highest governance body	++	Beiersdorf_Management_Structure Beiersdorf_Corporate_Governance_Statement
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Aspect: Ethics and Integrity

G4-56	Organization's values, principles, standards and norms of behavior such as codes of conduct and codes of ethics	++	Beiersdorf_Our_Core_Values Beiersdorf_Compliance_Principles Beiersdorf_Code_of_Conduct Beiersdorf_Sustainability_Responsible_Sourcing More information is provided in our Sustainability Review 2016 (page 12, chapter Compliance Management).
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III. Specific Standard Disclosures

¹ ++ Completely reported
+ Partially reported
- Not reported

Indicator	GRI Standard Information	Status ¹	Reference
Economic			
G4-DMA - Disclosures on Management Approach EC		++	<p>Beiersdorf AG is listed on the Frankfurt Stock Exchange prime standard DAX. Beiersdorf generated sales of €6.8 billion in fiscal year 2016. NIVEA, the world's No. 1 skin care brand,* is the cornerstone of the company's brand portfolio, which also includes brands such as Eucerin, La Prairie, Labello, and Hansaplast/Elastoplast. Beiersdorf's wholly owned affiliate tesa SE, another globally leading manufacturer in its sector, supplies self-adhesive products and system solutions to industry, craft businesses, and consumers.</p> <p>More information is provided in our Annual Report (incl. tesa): Beiersdorf Business and Strategy 2016 Beiersdorf Key Figures 2016</p> <p><small>* Source: Euromonitor International Limited; NIVEA as umbrella brand in the categories Face Care, Body Care, and Hand Care; in retail value terms, 2015.</small></p>
Aspect: Economic Performance			
G4-EC1	Direct economic value generated and distributed	++	<p>For our economic value generated and distributed please refer to our Annual Report: Overview of key figures (incl. tesa): Beiersdorf Key Figures 2016 Results of Operations Consumer: Beiersdorf Results of Operations Consumer 2016 Sales figures per geographical region, results of operations (incl. tesa): Beiersdorf Regional Reporting 2016 Notes to the Income Statement (incl. tesa): Beiersdorf Notes Income Statement 2016 Employees and Personnel expenses (incl. tesa): Beiersdorf Employee Expenses 2016</p>
G4-EC2	Financial implications and other risks and opportunities for the organization's activities due to climate change	+	<p>The implications of climate change poses similar risks and opportunities for Beiersdorf to those it poses for the entire cosmetics industries. These risks range from resource scarcity, to opportunity-related risks when seeking to satisfy new upcoming consumer demands. To address these opportunities and risks, and to fulfill our corporate responsibility, we defined a new climate target for our energy-related emissions in 2016 and will develop specific targets on major Scope 3 categories in 2017.</p> <p>More information is provided in our Sustainability Review 2016 (page 14, chapter Products; page 22, chapter Planet) and on our Corporate Website: Beiersdorf Sustainability Focus Products Beiersdorf Sustainability Focus Planet</p>
G4-EC3	Coverage of the organization's defined benefit plan obligations	++	<p>Beiersdorf Provisions 2016 (incl. tesa, pages 6-10)</p>
G4-EC4	Financial assistance received from government	++	<p>No material governmental financial assistance was received in 2016.</p>
Aspect: Procurement Practices			
Aspect-specific DMA guidance (Procurement Practices)		+	<p>Supply localization is taken into consideration when determining a source of supply, mainly for cost and supply chain efficiency reasons.</p>
G4-EC9	Proportion of spending on local suppliers at significant locations of operation	+	<p>From a geographical point of view we consider spending within a region as local, e.g. European spending for European sites. Under this definition, well above 80% of spending is within a region.</p>

Environmental

G4-DMA - Disclosures on Management Approach EN	++	Beiersdorf_Sustainability_Strategy Beiersdorf_Sustainability_Focus_Planet Beiersdorf_Sustainability_Management
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Aspect: Materials

Aspect-specific DMA guidance (Materials)	++	Beiersdorf_Sustainability_Products Beiersdorf_Sustainability_Raw_Materials Beiersdorf_Sustainability_Packaging
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G4-EN1	Materials used by weight or volume	+	Calculation is based on primary data for the externally sourced materials used to produce our Consumer Business products at our own production sites. The only exclusion is packaging material, which refers to all packaging used for sold products. Each material category includes renewable and non-renewable materials.
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Materials used		unit
Packaging materials	135,670.36	t
Formula raw materials	445,505.58	t
Production materials	799.47	t
Others	186.23	t

Aspect: Energy

Aspect-specific DMA guidance (Energy)	++	Beiersdorf_Sustainability_Focus_Planet Beiersdorf_Sustainability_Energy More information is provided in our Sustainability Review 2016 (page 26, chapter Energy).
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G4-EN3	Energy consumption within the organization	++	The tables show our Scope 1 and 2 energy consumption (own production, leased/owned offices, leased/owned vehicles). Sold energy is not applicable. Mobile energy data refers to available fuel consumption data. Distance-based vehicle data is included in emission calculations only. More information is provided in our Sustainability Review 2016 (page 28, chapter Energy).
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Scope 1		
Stationary direct energy		unit
Natural gas	477,606.34	GJ
Liquid Petroleum Gas, stationary use (LPG)	8,319.10	GJ
Petrol/Gasoline (for Generators)	300.00	GJ
Diesel (for Generators)	4,600.58	GJ
Fuel oil	4,155.81	GJ
Renewable energy produced on site	1,165.23	GJ
Total	496,147.06	GJ

Scope 1		
Mobile energy		unit
Non-renewable fuel	125,739.14	GJ
Renewable fuel	8,788.39	GJ
Total	134,527.53	GJ

Scope 2		
Stationary indirect energy		unit
Electricity purchased	424,618.21	GJ
District heating	2,683.11	GJ
Steam purchased	17,813.45	GJ
Direct cooling purchased	317.77	GJ
Total	445,432.53	GJ

G4-EN4	Energy consumption outside of the organization	++	The table shows our Scope 3 energy consumption for our outsourced finished product production volume and transport activities. Figures are based on primary data from our key suppliers (3PMs). Additional energy consumption outside the organization was not identified as material. More information is provided in our Sustainability Review 2016 (page 28, chapter Energy).
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3PMs		unit
Total energy consumption	963,644.67	GJ

Transport		unit
Downstream transportation and distribution	722,605.87	GJ

G4-EN5	Energy intensity	++	Results refer to Scope 1 and 2 energy as reported in EN3 (inside the organization). Calculation is based on data genuinely measured. References (ratio denominator) are shown in the tables. Mobile energy is based on mobile fuel consumption only; distance data is excluded.		
			unit		
			Offices		
			unit		
Direct energy/m ²		331.62	MJ		
Indirect energy/m ²		282.58	MJ		
Energy/m ²		614.20	MJ		
			unit		
			PCs		
Direct energy/1,000 finished products		153.28	MJ		
Indirect energy/1,000 finished products		139.82	MJ		
Energy/1,000 finished products		293.10	MJ		
			unit		
			Beiersdorf		
Mobile energy/employee		11,422.83	MJ		
G4-EN6	Reduction of energy consumption	+	<p>Reduction of energy consumption</p> <p>Reduction of energy consumption due to efficiency initiatives</p> <p>12,397.68 MWh</p> <p>More information is provided in our Sustainability Review 2016 (page 27, chapter Energy) and on our Corporate Website: Beiersdorf_Sustainability_Reducing_CO2_Emissions</p>		
Aspect: Water					
Aspect-specific DMA Guidance (Water)		++	More information is provided in our Sustainability Review 2016 (page 31, chapter Water) and on our Corporate Website: Beiersdorf_Sustainability_Water Beiersdorf_Sustainability_Water_Consumption Beiersdorf_Sustainability_Conserving_Resources_Together		
G4-EN8	Total water withdrawal by source	+	The table shows the water volumes used in our PCs, offices, and at our key suppliers (3PMs), based on primary data.		
			unit		
Water withdrawal		PCs	Offices	3PMs	unit
Municipal water supplies or other water utilities		1,617,607.70	94,508.56	439,422.20	m ³
Groundwater		71,507.49	10,739.04	127,629.83	m ³
Rainwater		0	190.00	367.75	m ³
Surface water		0	1,138.00	0	m ³
Wastewater taken from other organizations		0	0	33,409.13	m ³
Total water consumption		1,689,115.19	106,575.60	600,828.90	m ³
G4-EN9	Water sources significantly affected by withdrawal of water	+	More information is provided in our Sustainability Review 2016 (page 31, chapter Water) and on our Corporate Website: Beiersdorf_Sustainability_Water_Consumption		
G4-EN10	Percentage and total volume of water recycled and reused	+	The table shows recycled and reused water volumes for our production, based on primary data.		

	PCs	unit
Recycled and reused water	37,692.59	m ³
Percentage of recycled and reused water	2.23	%

Aspect: Biodiversity

Aspect-specific DMA Guidance (Biodiversity)	+	<p>Within our supply chain the principal risk of a biodiversity impact originates from deforestation related to the palm oil and paper commodity supply chains.</p> <p>More information about our activities regarding palm (kernel) oil-based raw materials and derivatives is provided in our Sustainability Review 2016 (page 19, chapter Raw Materials) and on our Corporate Website: Beiersdorf_Sustainability_Raw_Materials</p> <p>Regarding paper we give preference to FSC-certified or recycled paper. More information is available on our Corporate Website: Beiersdorf_Sustainability_Less_Waste</p>
G4-EN11 Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas	++	None of our operations are in or adjacent to protected areas, or areas of high biodiversity outside protected areas.
G4-EN14 Total number of IUCN Red List species and national conservation list species with habitats in areas affected by operations, by level of extinction risk	++	There are no IUCN Red List species affected by Beiersdorf operations.

Aspect: Emissions

Aspect-specific DMA Guidance (Emissions)	++	More information is provided in our Sustainability Review 2016 (page 28, chapter Energy) and on our Corporate Website: Beiersdorf_Sustainability_Energy
G4-EN15 Direct greenhouse gas (GHG) emissions (Scope 1)	+	<p>The table shows our Scope 1 GHG emissions (own production, leased/owned offices) referring to the direct energy consumptions reported in EN3. Company vehicle emissions are based on fuel consumptions reported in EN3 and calculations of driven distances (not included in EN3). The amounts are reported in carbon equivalents. The figures are based on primary data, without extrapolation.</p> <p>More information is provided in our Sustainability Review 2016 (page 28, chapter Energy).</p>

Scope 1 GHG emissions	PCs	Offices	unit
Natural gas	21,807.98	4,755.80	t CO ₂ e
LPG (Liquid Petroleum Gas, stationary use)	457.24	68.99	t CO ₂ e
Petrol/Gasoline (for generators)	0	20.92	t CO ₂ e
Diesel (for generators)	231.11	111.77	t CO ₂ e
Fuel oil	301.02	8.71	t CO ₂ e
Company car emissions	621.58	9,171.93	t CO ₂ e
Total	23,418.92	14,138.12	t CO₂e

G4-EN16	Energy indirect greenhouse gas (GHG) emissions (Scope 2)	+	The table shows our Scope 2 GHG emissions (own production, leased/owned offices, leased/owned vehicles) referring to the indirect energy consumptions reported in EN3. Amounts are reported in carbon equivalents. Figures are based on primary data from energy bills and meters without extrapolation. More information is provided in our Sustainability Review 2016 (page 28, chapter Energy).
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Scope 2 GHG emissions	PCs	Offices	unit
Electricity purchased	32,593.96	5,363.52	t CO ₂ e
District heating	0	170.89	t CO ₂ e
Steam purchased	1,134.57	0	t CO ₂ e
Mobile energy	34.74	0.20	t CO ₂ e
Total	33,763.28	5,534.61	t CO₂e

G4-EN17	Other indirect greenhouse gas (GHG) emissions (Scope 3)	++	The table shows our Scope 3 GHG emissions in 2016 (outsourced finished-product production, finished product transportation, and business travel). Amounts are reported in carbon equivalents. The chosen consolidation approach for emissions is operational control. Figures are based on primary data from energy bills, without extrapolation. More information is provided in our Sustainability Review 2016 (page 28, chapter Energy).
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Scope 3 GHG emissions Beiersdorf	unit
Business travel total	11,869.82 t CO ₂ e
Finished product transport emissions	53,406.03 t CO ₂ e

Scope 3 GHG emissions 3PMs	unit
Direct energy consumption	48,681.72 t CO ₂ e
Indirect energy consumption	20,027.74 t CO ₂ e
Total	68,709.47 t CO₂e

G4-EN18	Greenhouse gas (GHG) emissions intensity	++	<p>All ratios are based on genuinely covered and measured data. The denominators are:</p> <ul style="list-style-type: none"> • Production: produced pieces • Offices portfolio: square meters • Vehicles: Beiersdorf employees <p>More information is provided in our Sustainability Review 2016 (page 28, chapter Energy).</p>
			unit
			PCs
			unit
Scope 1			
	GHG emissions/1000 products	8.67	kg CO ₂ e
Scope 2			
	GHG emissions/1000 products	12.83	kg CO ₂ e
Total		21.51	kg CO ₂ e
			unit
			Offices
Scope 1			
	GHG emissions/m ²	28.30	kg CO ₂ e
Scope 2			
	GHG emissions/m ²	31.54	kg CO ₂ e
Total		59.83	kg CO ₂ e
			unit
			Beiersdorf
Company vehicle emissions/employee		834.54	kg CO ₂ e

G4-EN19	Reduction of Greenhouse Gas (GHG) Emissions	+	<p>Measures that we are implementing to achieve reductions in GHG emissions can be grouped in the seven categories: optimized lighting, reduction in compressed air leakage, steam/heating system improvements, insulation, and improvement of machinery efficiency, renewable energy utilization and cooling system. Moreover, we will completely switch over the electricity supply at all our sites worldwide to renewable energy sources by 2020.</p> <p>More information is provided in our Sustainability Review 2016 (page 26ff., chapter Energy) and on our Corporate Website: Beiersdorf_Sustainability_Energy</p>
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G4-EN21	NOx, SOx, and other significant air emissions	+	<p>Other material air emissions occur due to our finished-product transport activities outside the company and to the operation of power plants. These are primarily NOx, SOx and Particles (PM10). The reported amounts for transportation are based on EcoTransIT. The following transport modes are covered: Road, rail, maritime shipping, and inland shipping. Calculations are based on Well-to-Wheel (WTW) data including load-factor specifications. All data refers to internally available information. Business travel is not included.</p>
			unit
			Scope 3
EcoTransIT SO ₂		119,538	kg SO ₂ e
EcoTransIT NOx		263,014	kg NO ₂
EcoTransIT Particles PM10		16,513	kg PM10

Aspect: Effluents and Waste

Aspect-specific DMA Guidance (Effluents and Waste)	++	<p>More information is provided in our Sustainability Review 2016 (page 30, chapter Waste; page 31, chapter Water) and on our Corporate Website: Beiersdorf_Sustainability_Focus_Planet, Beiersdorf_Sustainability_Waste, Beiersdorf_Sustainability_Water</p>
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G4-EN22	Total water discharge by quality and destination	++	We do not differentiate between planned and unplanned water discharges. Therefore the amounts indicated refer to measured and estimated discharges based on invoices of water suppliers for our PCs and offices, if that data is available. Quality results are based on measurements taken, complying with accepted external standards. The methods of our internal wastewater treatment plants fulfill local legal requirements concerning discharge parameters. The reported wastewater amounts for our key suppliers are also shown.
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Water discharge	Beiersdorf	3PMs	unit
Municipal sewer	785,603.21	207,739.95	m ³
Surface waters	26,464.00		m ³
Groundwater	22,591.36		m ³
Gardening	42,586.89		m ³
Total	877,245.46	207,739.95	m³

G4-EN23	Total weight of waste by type and disposal method	+	Our internal waste-disposal standards determine the waste-disposal methods, under consideration of local legal requirements. The amounts indicated are based on invoices and estimations for our PCs and offices. The reported waste amounts for our key suppliers are also shown.
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Hazardous waste	PCs	Offices	3PMs	unit
Disposal of finished goods	671.76	199.51		t
Hazardous waste		175.82	3,663.00	t
Recycling	498.34			t
Landfilling	55.62			t
Recovery (energy recovery)	28.65			t
Incineration (including mass burn)	539.57			t
Physical-chemical treatment	186.10			t
Other (e.g. soil washing)	65.72			t
Total	2,045.75	375.33	3,663.00	t

Non-hazardous waste	PCs	Offices	3PMs	unit
Disposal of finished goods	1,488.51	1,349.05		t
Non-hazardous waste		2,089.35	8,259.23	t
Recycling	8,145.54			t
Landfilling	2,589.22			t
Re-use	814.07			t
Composting	1,608.39			t
Energy recovery	1,411.71			t
Incineration (including mass burn)	2,818.71			t
On-site storage	0.20			t
Physical-chemical treatment	1,293.50			t
Other (e.g. anaerobic digestion)	40.42			t
Total	20,210.28	3,438.40	8,259.23	t

G4-EN24	Total number and volume of significant spills	++	There were no significant spills in 2016.
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G4-EN25	Weight of transported, imported, exported, or treated waste	++	In 2016 we did not transport, import, export, or treat hazardous waste as defined under the Basel Convention Annexes I, II, III, and VIII.
Aspect: Products and Services			
Aspect-specific DMA Guidance (Products and Services)		++	Beiersdorf Sustainability Focus Products Beiersdorf Sustainability Raw Materials Beiersdorf Sustainability Packaging More information is provided in our Sustainability Review 2016 (page 14, chapter Products).
G4-EN27	Extent of impact mitigation of environmental impacts of products and services	+	Beiersdorf Sustainability Raw Materials Beiersdorf Sustainability Packaging
Aspect: Compliance			
Aspect-specific DMA Guidance (Compliance)		++	Beiersdorf Sustainability Environmental Protection and Safety Standards Beiersdorf Code of Conduct Beiersdorf Sustainability Responsible Sourcing More information is provided in our Sustainability Review 2016 (page 10, chapter Sustainability Management; page 12, chapter Compliance Management; page 18, chapter Responsible Sourcing).
G4-EN29	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with environmental laws and regulations	++	We were not subject to any significant fines or non-monetary sanctions in 2016.
Aspect: Transport			
Aspect-specific DMA Guidance (Transport)		++	Beiersdorf Sustainability Green Logistics More information is provided in our Sustainability Review 2016 (page 24, chapter Our Planet Commitment; page 28, chapter Energy).
G4-EN30	Significant environmental impacts of transporting products and other goods and materials	++	Significant transport emissions identified under our financial control approach are generated by product transport, employee travel and staff commuting. Staff commuting is included in "vehicle impacts" integrated under Scope 1. Amounts are reported in carbon equivalents. Data sources are internal systems and AirPlus credit card reports. Mitigation activities are implemented, such as intermodal transport and truck efficiency for product transport, as well as global communication platforms and online meeting opportunities to reduce business travel.
		Scope 1	unit
		Company vehicle emissions	9,793.52 t CO ₂ e
		Scope 3	unit
		Business travel	11,869.82 t CO ₂ e
		Finished product transport emissions	53,406.03 t CO ₂ e
More information is provided in our Sustainability Review 2016 (page 28, chapter Energy) and on our Corporate Website: Beiersdorf Sustainability Green Logistics			

Aspect: Overall

Aspect-specific DMA Guidance (Overall)	++	More information is provided in our Sustainability Review 2016 (page 6, chapter Strategy) and on our Corporate Website: Beiersdorf_Sustainability_Strategy								
G4-EN31 Total environmental protection expenditures and investments by type	++	<table border="1"> <thead> <tr> <th>Environmental protection expenditures</th> <th>unit</th> </tr> </thead> <tbody> <tr> <td>Total expenditures for waste disposal, emissions treatment and remediation</td> <td>4.34 Mio. EUR</td> </tr> <tr> <td>Total prevention and environmental management costs</td> <td>6.15 Mio. EUR</td> </tr> <tr> <td>Total</td> <td>10.49 Mio. EUR</td> </tr> </tbody> </table>	Environmental protection expenditures	unit	Total expenditures for waste disposal, emissions treatment and remediation	4.34 Mio. EUR	Total prevention and environmental management costs	6.15 Mio. EUR	Total	10.49 Mio. EUR
Environmental protection expenditures	unit									
Total expenditures for waste disposal, emissions treatment and remediation	4.34 Mio. EUR									
Total prevention and environmental management costs	6.15 Mio. EUR									
Total	10.49 Mio. EUR									

Aspect: Supplier Environmental Assessment

Aspect-specific DMA Guidance (Supplier Environmental Assessment)	++	More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Responsible_Sourcing Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management
G4-EN32 Percentage of new suppliers that were screened using environmental criteria	+	Beiersdorf_Sustainability_Responsible_Sourcing More information is provided in our Sustainability Review 2016 (page 15, chapter Products).
G4-EN33 Significant actual and potential negative environmental impacts in the supply chain and actions taken	++	Beiersdorf_Sustainability_Responsible_Sourcing More information is provided in our Sustainability Review 2016 (page 15, chapter Products; page 18, chapter Responsible Sourcing).

Aspect: Environmental Grievance Mechanisms

Aspect-specific DMA Guidance (Environmental Grievance Mechanisms)	++	A clear commitment to act in a responsible manner, coupled with a process for addressing weaknesses and findings is an essential element of an effective environmental management system. An emergency and environmental management strategy is implemented at all sites. At every site we maintain close relationships with our neighborhood and local authorities. We also offer targeted contact options on our local and corporate websites. Any grievance reaching us via any of these channels is promptly addressed and followed up to resolution.
G4-EN34 Number of grievances about environmental impacts	++	In 2016 we did not register any grievances. Results refer to available regional data evaluated in our annual Sustainability Review.

Social: Labor Practices and Decent Work

G4-DMA - Disclosures on Management Approach LA	++	Beiersdorf_People_at_Beiersdorf_2016
Aspect: Employment		
Aspect-specific DMA Guidance (Employment)	++	More information is provided in our Sustainability Review 2016 (page 15, chapter Products; page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management
G4-LA2 Benefits provided to full-time employees that are not provided to temporary or part-time employees	+	Wherever we operate around the world, our responsibility to our employees extends far beyond legal requirements. We offer our employees extensive additional benefits, independent of their hierarchical level. These benefits vary from affiliate to affiliate, but are at a very high level overall. Employees on temporary contracts receive partial discretionary and social benefits.

G4-LA3	Return to work and retention rates after parental leave, by gender	+	The return-to-work rate after parental leave for both female and male employees is 100% (based on all employees of Hamburg affiliates who returned from parental leave in 2016). The retention rate after parental leave is 97% for women and 86% for men (retention rate is for minimum continuance of twelve months at Beiersdorf after parental leave; based on employees who returned from parental leave in 2015).
			Number of Employees on employees parental leave
			Parental leave
			Employees entitled to parental leave 130
			Employees on parental leave 113 87%
			Male employees entitled to parental leave 31
			Male employees on parental leave 16 52%
			Female employees entitled to parental leave 99
			Female employees on parental leave 97 98%
			Male employees returned after parental leave 36
			Female employees returned after parental leave 73
			Male employees returned after parental leave and still employed after 12 months 30
			Female employees returned after parental leave and still employed after 12 months 69

Aspect: Labor/Management Relations

G4-LA4	Minimum notice periods regarding operational changes	++	As an employer, Beiersdorf keeps employee representative bodies duly and promptly informed of significant operational changes, in compliance with corporate and legal regulations. In Germany we provide timely information to employee representatives on the respective committees of the company's Works Council. For cross-border matters within Europe, the guidelines of the European Dialogue govern our working relationships with employees.
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Aspect: Occupational Health and Safety

Aspect-specific DMA Guidance (Occupational Health and Safety)		++	More information is provided in our Sustainability Review 2016 (page 39f., chapter Employee) and on our Corporate Website: Beiersdorf Sustainability Focus People Beiersdorf Sustainability Employee Safety Beiersdorf Sustainability Safety Management Beiersdorf Sustainability Workplace Health Beiersdorf Sustainability Dangerous Goods
G4-LA5	Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programs	++	Over 75% of the total workforce is represented on formal joint management-worker health and safety committees. The Health and Safety Manager typically reports to the Managing Director of the respective PC and to the Executive Board Member and Labor Director at our headquarters. The health and safety committee comprises the Health and Safety Managers and representatives of the Works Councils.

G4-LA6	Type of injury and rates of injury, occupational diseases, lost days, and absenteeism, and total number of work-related fatalities, by region, and by gender	+	Our global accident reporting follows GRI G4 guidance. In different countries we operate reporting schemes as defined by local law and respective insurance schemes.
			Global Accident Reporting unit
			Accident Frequency Rate (over 200,000 working hours) 0.39
			Lost Day Rate (over 200,000 working hours) 7.13
			Absentee Rate 3 %
			Commuting accidents 93
			Number of occupational accidents resulting in absenteeism of more than one working day 50
			Number of occupational accidents NOT resulting in absenteeism of more than one working day 408
			Scheduled working hours 26,409,299.01 h
			Fatalities 1
G4-LA7	Workers with high incidence or high risk of diseases related to their occupation	++	In the reporting period we did not have occupational positions exposed to a high incidence of injury or high risk of disease.
G4-LA8	Health and safety topics covered in formal agreements with trade unions	++	No formal agreements (either local or global) with trade unions cover health and safety.
Aspect: Training and Education			
G4-LA9	Average hours of training per year per employee by gender, and by employee category	+	The intensive training of our employees was also a focus of our human resources effort in 2016. Instructions tailored to practical applications provided targeted training and continuing education for skilled and managerial staff. This was complemented by training in occupational health and safety. At present we do not have any global figures for this Aspect.
			Trainings conducted in Hamburg w/o tesa: 2015 2016
			Communication Skills 74 46
			Personal Skills 128 92
			Functional Training 128 86
			Leadership Development 241 134
			Recommendation for new employees/onboarding 109 46
			Afterwork/Weekend Training sessions 443 453
			IT Training 92 50
			Language Training 439 466
			Intercultural Training 12 20
			Total number of participants 1,666 1,393
G4-LA10	Programs for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings	+	All employees, whether they work in projects or a functional or managerial role, can opt for ongoing training. Affiliates offer local training courses open to all employees. Additionally, Beiersdorf has a corporate training program with seminars offered to certain groups of employees (e.g. for senior leaders) on a global scale. Beiersdorf offers specific local training exclusively targeting staff aged 50 or above. Beiersdorf offers employees a long-term working-time account that provides the opportunity to leave work before retirement. More information is provided in our Annual Report: Beiersdorf_People_at_Beiersdorf_2016

G4-LA11	Percentage of employees receiving regular performance and career development reviews	++	In an annual review, all our employees receive a performance appraisal and feedback on the scope for their development; this form of employee review has been conducted at Beiersdorf for over 40 years. Since 2006 the performance appraisal has been complemented worldwide with a uniform process to identify and promote potential. Beiersdorf continuously improves the process to make sure its objectives remain in line with the overall Beiersdorf strategy.
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Aspect: Diversity and Equal Opportunity

G4-LA12	Composition of governance bodies and breakdown of employees per employee category according to gender, age group, minority group membership, and other indicators of diversity	+	More information is provided in our Annual Report and on our Corporate Website: Beiersdorf_People_at_Beiersdorf_2016 Beiersdorf_Sustainability_Diversity
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Aspect: Supplier Assessment for Labor Practices

Aspect-specific DMA Guidance (Supplier Assessment for Labor Practices)		++	More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management
G4-LA14	Percentage of new suppliers that were screened using labor practices criteria	+	More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management
G4-LA15	Significant actual and potential negative impacts for labor practices in the supply chain and actions taken	++	In 2016, there were no cases of supplier relationship termination due to a major breach of our Code of Conduct (CoC). More information is provided in our Sustainability Review 2016 (page 15, chapter Products; page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management

Social: Human Rights

G4-DMA - Disclosures on Management Approach HR		++	More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management
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Aspect: Investment

Aspect-specific DMA Guidance (Investment)		++	The Beiersdorf Group respects and applies consistent guidelines throughout its affiliates, which include human rights-related conduct as defined within our CoC.
G4-HR2	Total hours of employee training on human rights policies or procedures	++	We do not have a specific human rights training course, but have included human rights in our CoC training. We also provide an orientation session to new Beiersdorf employees, which covers the CoC for Employees. In addition, our Procurement staff are refreshed annually on the CoC for Suppliers via the Procurement Academy course.

Aspect: Non-discrimination

G4-HR3	Total number of incidents of discrimination and corrective actions taken	+	Under our strong commitment to diversity we do not tolerate any form of discrimination, whether due to gender, age, physical appearance or origin. This anti-discrimination principle is firmly established in our company-wide Human Resources Policy and Employee CoC. Possible individual cases of discrimination are investigated with the utmost rigor and if substantiated, rapid countermeasures are taken. However, global figures are not available. In 2016 there were no incidents of discrimination at our Hamburg headquarters. More information is provided on our Corporate Website: Beiersdorf Sustainability Responsible Sourcing Beiersdorf Code of Conduct Beiersdorf Sustainability Diversity
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Aspect: Freedom of Association and Collective Bargaining

Aspect-specific DMA Guidance (Freedom of Association and Collective Bargaining)		++	Beiersdorf's Human Resources Policies have a clear target: Strengthening the fundamentals of an engaging working environment. Building and sustaining a long-term relationship of trust with the company's employees and their representatives is one of our fundamental working principles in progressing towards this target. Areas where we have particularly close interaction with our employee representatives include: Compensation, Performance Management, and Employee Engagement.
G4-HR4	Operations and suppliers identified in which the right to exercise freedom of association and collective bargaining may be violated or at significant risk, and measures taken to support these rights	++	More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf Sustainability Supply Chain Cooperation Transparency Beiersdorf Sustainability Supplier-Code-of-Conduct-CoC-End-to-End-Management

Aspect: Child Labor

G4-HR5	Operations and suppliers identified as having significant risk for incidents of child labor, and measures taken to contribute to the effective abolition of child labor	++	More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf Sustainability Supply Chain Cooperation Transparency Beiersdorf Sustainability Supplier-Code-of-Conduct-CoC-End-to-End-Management
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Aspect: Forced and Compulsory Labor

G4-HR6	Operations and suppliers identified as having significant risk for incidents of forced or compulsory labor, and measures to contribute to the elimination of all forms of forced or compulsory labor	++	More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf Sustainability Supply Chain Cooperation Transparency Beiersdorf Sustainability Supplier-Code-of-Conduct-CoC-End-to-End-Management
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Aspect: Assessment

G4-HR9	Total number and percentage of operations that have been subject to human rights reviews or impact assessments	+	We have run a human rights assessment in our PCs and have addressed the issues identified. In general we take a zero-tolerance approach when we become aware of any breaches of the CoC, and treat these with the utmost rigor.
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Aspect: Supplier Human Rights Assessment

Aspect-specific DMA Guidance (Supplier Human Rights Assessment)	++	More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management
G4-HR10 Percentage of new suppliers that were screened using human rights criteria	+	More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management
G4-HR11 Significant actual and potential negative human rights impacts in the supply chain and actions taken	+	In 2016, we did not have any cases of supplier relationship termination due to a major breach of CoC. More information is provided in our Sustainability Review 2016 (page 15, chapter Products; page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management

Aspect: Human Rights Grievance Mechanisms

Aspect-specific DMA Guidance (Human Rights Grievance Mechanisms)	+	More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management
G4-HR12 Number of grievances about human rights impacts	+	We provide Beiersdorf employees with unhindered access to the Compliance Hotline so they can report any incidents which compromise or violate the principles of our CoC. Our SMETA-4 supplier audit reveals the issues surrounding responsible business practices, and appropriate actions are derived to improve or correct these issues. More information on Compliance Management is provided in our Sustainability Review 2016 (page 12, chapter Compliance Management).

Social: Society

G4-DMA - Disclosures on Management Approach SO	++	<p>For Beiersdorf, “Care” is not limited to the aspect of skin care alone but is one of our four Core Values and therefore inherent to our culture. It encompasses caring for our employees, but also for the communities in which we operate – in short, caring for people. These programs are bundled within our “People” field of activity under the umbrella of our “We care.” sustainability strategy. More information is provided on our Corporate Website: Beiersdorf_Sustainability_Focus_People</p> <p>Acting lawfully is an inherent part of Beiersdorf’s corporate culture and one of our Core Values. The Beiersdorf CoC was established as a binding guideline for each individual employee as well as the Executive Board in order to integrate these company values into everyday working life. More information is provided on our Corporate Website: Beiersdorf_Code_of_Conduct Beiersdorf_Compliance_Principles</p> <p>Wherever we operate factories, we ensure that our environmental and safety measures meet or exceed standards through our Group-wide “Environmental Protection and Safety Management Audit Scheme” (ESMAS). More information is provided on our Corporate Website: Beiersdorf_Sustainability_Environmental_Protection_and_Safety_Standards</p> <p>Comprehensive internal anti-corruption and competition compliance guidelines including respective training programs are implemented locally and subject to internal auditing. More information is provided in our Sustainability Review 2016 (page 12, chapter Compliance Management).</p>
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Aspect: Local Communities

Aspect-specific DMA Guidance (Local Communities)	++	We maintain open communication and long-term cooperation with all our stakeholders and neighborhood representatives. This approach allows us to inform the public swiftly and comprehensively of any new developments as they happen. Our company, brands and employees engage in the local communities to address local needs. More information is provided on our Corporate Website: Beiersdorf_Sustainability_Employee_Engagement Beiersdorf_Corporate_Social_Responsibility
G4-SO1 Percentage of operations with implemented local community engagement, impact assessments, and development programs	+	We have local community engagement programs addressing local needs in about 50 countries. All our PCs have a constant monitoring of environmental impacts.
G4-SO2 Operations with significant potential or actual negative impacts on local communities	++	We did not have operations with actual or potential negative impact on local communities in 2016.

Aspect: Anti-corruption

Aspect-specific DMA Guidance (Anti-corruption)	++	<p>Beiersdorf AG has implemented an internationally valid and binding Anti-Corruption Guideline. Conflicts of interest have specifically been integrated into this guideline as well as into the training material to set clear rules for our employees and management and to be as transparent as possible in each individual case. Any matters outside of the working environment that could possibly influence business decision-making on the part of Beiersdorf employees must be promptly disclosed to their company supervisor. This includes personal as well as business relations and obligations on the part of employees to suppliers or other business partners; the supervisor shall then decide on adequate measures. The Compliance office is available for support. We make appropriate monetary and non-cash donations solely for the promotion of family-strengthening projects. We do not make any financial donations to political parties or similar institutions, or to individuals. Before making donations, we naturally perform a thorough check of the respective institutions. A more comprehensive guideline is currently under development. Beiersdorf AG does not yet participate in any collective action to combat corruption.</p> <p>Compliance Risk Assessments (CRA) are carried out regularly as a key element of our Compliance Management System. The assessment of compliance risks is fundamental to developing an adequate compliance program. Corruption is at the core of the compliance risk areas evaluated in our CRA process. More information is provided in our Sustainability Review 2016 (page 12, chapter Compliance Management).</p>
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G4-SO4	Communication and training on anti-corruption policies and procedures	+	In individual potentially risk-prone cases, business partners are informed about our anti-corruption policies and procedures. A standardized procedure for communication to business partners has not yet been implemented, however, our CoC for suppliers includes requirements on anti-corruption. Anti-corruption policies and procedures as part of the Beiersdorf Corruption Prevention Program have been communicated comprehensively to governance-body members worldwide. Our employees have been informed comprehensively about anti-corruption policies and procedures worldwide. Corruption prevention training courses as part of the Beiersdorf Corruption Prevention Program have been rolled out Group-wide. In 2016 we trained the following percentage of employees in the respective yearly target group:								
			<table border="1"> <tr> <td>Americas</td> <td>98.3%</td> </tr> <tr> <td>EMEA</td> <td>92.3%</td> </tr> <tr> <td>Asia/Pacific</td> <td>96.0%</td> </tr> <tr> <td>Total</td> <td>94.6%</td> </tr> </table>	Americas	98.3%	EMEA	92.3%	Asia/Pacific	96.0%	Total	94.6%
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Total	94.6%										

Those affiliates that have not yet fully covered the target group have planned further classroom training and e-learning courses for the first quarter of 2017.

Aspect: Anti-competitive Behavior

G4-SO7	Total number of legal actions for anti-competitive behavior, anti-trust, and monopoly practices and their outcomes	++	During the reporting period, Beiersdorf Group companies were not involved in material antitrust-related investigations.
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Aspect: Compliance

G4-SO8	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with laws and regulations	++	Acting in compliance with applicable laws, regulations and other requirements is inherent to our management principles as well as our company values "Trust" and "Care". More information is provided in our Annual Report: Beiersdorf_Risk_Report_2016 , Beiersdorf_Other_Financial_Obligations_2016 , Beiersdorf_Liabilities_2016
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Aspect: Supplier Assessment for Impacts on Society

Aspect-specific DMA Guidance (Supplier Assessment for Impacts on Society)		++	More information is provided in our Sustainability Review 2016 (page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency , Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management
G4-SO9	Percentage of new suppliers that were screened using criteria for impacts on society	+	More information is provided in our Sustainability Review 2016 (page 15, chapter Products) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency , Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management
G4-SO10	Signification actual and potential negative impacts on society in the supply chain and actions taken	++	In 2016, we did not have any cases of supplier relationship termination due to a major breach of CoC. More information is provided in our Sustainability Review 2016 (page 15, chapter Products; page 18, chapter Responsible Sourcing) and on our Corporate Website: Beiersdorf_Sustainability_Supply_Chain_Cooperation_Transparency , Beiersdorf_Sustainability_Supplier-Code-of-Conduct-CoC-End-to-End-Management

Aspect: Grievance Mechanisms for Impacts on Society

Aspect-specific DMA Guidance (Grievance Mechanisms for Impacts on Society)	++	More information is provided in our Sustainability Review 2016 (page 12, chapter Compliance Management).
G4-SO11 Number of grievances about impacts on society	+	Due to confidentiality reasons we do not provide any information on the number of reported suspicions of possible compliance infringements.

Social: Product Responsibility

G4-DMA - Disclosures on Management Approach PR	++	<p>We develop, produce and market branded products of high quality. Our goal is consumer and customer satisfaction as the basis for our business. This comprises compliance with our internal and external quality standards, as well as legal and regulatory requirements. All our employees focus on fulfilling the requirements of our consumers, customers and markets.</p> <p>Uncompromising quality is a fundamental success factor in our strategy for attaining the Beiersdorf company goals. Our understanding of “quality” goes beyond product quality to include all quality aspects of the company’s performance. We regard “quality” as a dynamic process of continuous improvement in all activities to increase consumer and customer satisfaction as well as our cost competitiveness. The Beiersdorf Quality Policy defines our top management’s commitment to quality. All our employees are committed to our Quality Policy. Regular training ensures that adequate qualifications are constantly brought up to date.</p> <p>More information is provided on our Corporate Website: Beiersdorf_Product_Development Beiersdorf_Sustainability_Focus_Products Beiersdorf_Sustainability_Raw_Materials Beiersdorf_Sustainability_Packaging</p>
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Aspect: Customer Health and Safety

Aspect-specific DMA Guidance (Customer Health and Safety)	++	<p>Beiersdorf is committed to ensure that all cosmetic products placed on the market by the company are safe for our consumers. One global product safety standard is therefore defined and applied consistently across all regions. We only collaborate with reliable suppliers, and ensure that they adopt our quality management and sustainability standards.</p> <p>More information is provided on our Corporate Website: Beiersdorf_Consumer_Research Beiersdorf_Product_Development Beiersdorf_Sustainability_Focus_Products Beiersdorf_Sustainability_Raw_Materials Beiersdorf_Sustainability_Packaging</p>
G4-PR1 Percentage of significant product and service categories for which health and safety impacts are assessed for improvement	++	<p>100% of our finished cosmetic products must obtain approval for release by experts on product safety. A comprehensive global complaint reporting and management system enables us to identify potential for product improvement.</p> <p>More information is provided on our Corporate Website: Beiersdorf_Product_Development</p>

Aspect: Product and Service Labeling

Aspect-specific DMA Guidance (Product and Service Labeling)	+	<p>Consumer and customer satisfaction is the basis of our business success. We are in constant dialog with our consumers, enabling us to address their needs during product development. Consumers from all our markets around the world can reach us through various communication channels such as Internet-based social media, e-mail, and telephone hotlines. We use internationally valid processes and an active network of Consumer Interaction Managers to guarantee compliance with our uniform high quality standards regarding consumer contact in their markets. In addition, we evaluate complaints worldwide centrally, analyze their causes and regularly report these, and implement optimization measures.</p>
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G4-PR3	Type of product and service information required by the organization's procedures for product and service information and labeling	++	<p>We comply with all legal regulations regarding necessary product and service information.</p> <ul style="list-style-type: none"> • All products are labeled in compliance with the valid requirements in the countries where the products are placed on the market. Cosmetic products contain the list of ingredients in the INCI format. • If necessary, usage instructions or warnings for specific products are provided on the products. • Where relevant, all products contain information on correct disposal, or environmental information. • Additionally, users can find all information about our products' proper use, effects and ingredients on the different brand websites, e.g. www.NIVEA.com, www.Hansaplast.com and www.Eucerin.com. • Logistics chain partners are automatically provided with all necessary reference data for the execution of logistics processes. • Bulk and finished products are categorized according to the applicable dangerous goods regulations. They are packaged and labeled in compliance with regulations for transport. • For drivers transporting dangerous goods, we utilize the instructions in writing made available by the UN containing information and safety instructions, for instance concerning material characteristics, required handling and protective equipment, emergency measures, etc.
G4-PR4	Total number of incidents of non-compliance with regulations and voluntary codes	+	<p>Only on very rare occasions are our products subjected to legal inquiries regarding product information or labeling. If definitively required by an authority or court to make any amendments to the product information or label, we would naturally comply with such a request.</p>

Aspect: Marketing Communications

G4-PR6	Sale of banned or disputed products	++	<p>Beiersdorf complies with existing laws and regulatory requirements in all markets. The product formulations may therefore vary from each other and certain products may be subject to limitations for sale in other markets. There are occasionally questions from stakeholders concerning our products, particularly with regard to ingredients, environmental, and social responsibility topics. Beiersdorf responds to such questions and provides information on controversially debated ingredients or products in direct contact (for instance via mail, e-mail, phone, or social media) and on our websites. Beiersdorf engages in an intensive exchange with its stakeholders, also with regard to critical topics. Please refer to the indicators G4-16 and G4-24 - G4-27 for further information.</p>
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Aspect: Compliance

G4-PR9	Monetary value of significant fines for non-compliance with laws and regulations concerning the provision and use of products and services	++	<p>Acting in compliance with applicable laws, regulations and other requirements is inherent to our management principles as well as our Core Values "Trust" and "Care". More information is provided in our Annual Report: Beiersdorf_Risk_Report_2016</p>
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