INTERNSHIP REPORT

printprojekt & Campus Fryslân

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BSc Global Responsibility and Leadership

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PREFACE

From the moment that we first were introduced to the Minor, I had high hopes and clear expectations of what my semester abroad should look like: As far away as possible, preferably in Asia, learning more about the field of philosophy, getting to know new people from different cultures, and trying strange food that I have never tasted before. An adventure far away, which seemed possible since I ended up being nominated for Hong Kong University. I was so excited about this opportunity and enjoyed the thought of being far away from everything I know. However, the pandemic had other plans for me. In May I received a note that my exchange plans have been canceled and I would need to get a Plan B, probably even a Plan C. After this notification, I felt very lost and uncertain about my future plans. Would I manage to find something that I would be interested in? Would they even take me as a free mover somewhere? I tried to look for alternatives in different European countries, but most of the options were either not directed towards Free Mover, or were too price intensive for me. Unfortunately, at the same time, my family had to deal with some personal issues. Under these circumstances, I realized that the most valuable way I could spend my next semester would be to live close to my family. Therefore, Hamburg, my hometown, was left as the only feasible option. I then spent many weeks unsuccessfully trying to find an internship space or a spot at a University in Hamburg, none of them responded to my requests. Until I was finally offered an internship space at printprojekt by my supervisor Hanns-Stefan, who I have known for quite some time now.

The more I thought about the company and the field they are working in, the more I found that this internship would provide me with skills that would be beneficial in every area of work. Gaining insights into the world of journalism by working with experienced professionals, not only made me realize how much effort is behind every little article in the news, but it also provided me with skills related to creative writing and producing papers that people might actually want to read because of the way it is written.

I would like to warmly thank my supervisors Hanns-Stefan Grosch and Peter Lindemann for allowing me to work by their sides and helping me find access to the world of journalism. Who, during my internship, trusted me with various tasks on my own, and who encouraged me to grow out of my comfort zone every single day. I would furthermore like to thank Indira van der Zande, who agreed on very short notice to be my supervisor, and who made me feel secure in the starting

times where there still was a lot of uncertainty. I am truly grateful for this opportunity and what it has taught me.

INTRODUCTION

The internship was hosted by printprojekt, a media company that specializes in writing texts in various mediums, from articles to magazines and websites. During the internship, Hanns-Stefan Grosch was my main supervisor but I was also often supported by many colleagues in the office as well as by the other head of the company, Peter Lindemann.

I was trusted with many different assignments during my internship, including writing articles for newspapers and magazines, contacting potential interviewees, and working on independent projects concerning sustainability.

Working in this environment and on the tasks allowed me to gain more insights into the work of journalists, as well as it enabled me to get in touch with my creative side again, by turning mere facts and situations into stories, while continuously keeping in mind the directed target audience. Overall, I strongly believe that the skills I have acquired during this internship will be useful in various future situations, from my path in education up to my professional life after university.

ORGANIZATIONAL ANALYSIS

History and Description

In 2003, Peter Lindemann and Hanns-Stefan Grosch founded the company printprojekt. Both of them went to renowned journalism schools and were working for popular magazines and German newspapers before founding the company. printprojekt is a media company that offers different services around journalism and writing. Since its founding, the company has worked for various clients, many of them became regular clients. Together with their internal graphic designer team 58vier, the company offers writing short articles for the daily newspaper, creating websites, or even publishing entire magazines, which they structure, write and design internally.

printprojekt is not only dedicated to supplying their clients with high-quality journalism, but they also value the importance of fact-based, true journalism. Nowadays it becomes increasingly challenging to separate the truth from fake, and unreliable news spread like wildfire. Therefore, printprojekt does not only contribute to the security of their clients but also provides its readers with news and facts that they can put their trust in.

Since many of printprojekt's clients are part of renowned companies or experts in their field, there are quite a few aspects that the company is paying special attention to within their work. In the following paragraphs, those aspects will be introduced.

Their work is mainly divided into four categories: Journalism, Corporate Publishing, Public Relations, and Digital work. Although they often overlap and intertwine with each other, they are distinct areas of work. In the following paragraphs, I will briefly explain these categories and name a few examples of these given the tasks I worked on during my internship.

Vision and Mission

It is of big importance to always use accurate and precise language, finding the right words in every situation is a skill that is difficult to obtain, but crucial for high-quality journalism. Often, already one word that lacks preciseness can change the meaning of the entire story.

Extensive research and factual collection are also very important for the job. It is always recommended to check the received information twice and find out what other sources state about the context. This category was for me specifically important and I learned a lot about the preciseness of words and the long process of research when I developed and wrote the article on Lucy Borchardt for the Deutsche Seeschiffahrt (Appendix 4).

Together with 58vier, a closely cooperating company, printprojekt can ensure a clean and neat visualization of all projects requested. Therefore, most of the projects that printprojekt accepts, will also be visualized and designed by them, which guarantees a high quality of the final product. This way the company cannot only be convinced with the content of their articles, but also with an intriguing design that appeals to the reader.

The skilled journalists at printprojekt find the right writing style for every occasion. No matter if they have to interact with clients, employees, or the public, a well-suited writing style is a necessity to appeal to the intended target audience. Consequently, the degree of complexity that is used when writing articles, varies depending on the type of assignment and the expectations of the client. However, not only the content is crucial for the reader. It is of big importance that descriptions turn into stories and that the reader wants to read them. Therefore, many hours go into making articles more appealing and exciting. One of the tasks where I especially noted the importance of this was when I wrote an article on a dairy technologist (Appendix 3) for a local newspaper. Many hours went into making the writing style appeal to a younger, educated audience, that in most cases just finished high school and were now looking for career options, while simultaneously keeping a balance between highlighting the interesting parts of the job and still giving an adequate reflection on the job.

There are all kinds of projects that the company is being hired for. printprojekt works on ensuring that every project, no matter how diverse, will be handled adequately, deadlines will adhere, and that the quality standards remain the same over every project.

The company uses different media to ensure an optimal representation and marketing of the client. It is not only about producing the content that the client wishes for but to make them more visible and enhancing their chances to meet their target audience, as it is for example the case with the work that printprojekt does for Focus MONEY, precisely for the 'Versicherungsprofi' (loosely

translated to Insurance master) (Appendix 2). There, printprojekt updates short articles on insurance-related issues on a daily basis, to make the website more visible but also to target their intended audience more precisely.

Presswork and Publishing can also be used to brighten up a company's image. Used strategically, printprojekt can support companies with presenting new innovative ideas, bounce back from times of crises, or improve their standing on the market.

Addressing the intended target audience can be a challenging task. Therefore, the company pays special attention to either working together with contacts or establishing a stable research base, so that they always hit the right note.

printprojekt also specializes in the digital implementation of their projects. For example, the content will often be adapted to the digital format of a project, since journalistic rules apply even stricter on the internet because it is even harder to keep the reader's focus and attention.

Furthermore, the structure of an online appearance has to be carried out carefully. A website needs to be structured clearly and easily to understand so that the reader intuitively understands where they can find the information that they are looking for. A lively dynamic has to be established so that traffic can be ensured on the page.

To keep the interaction and the dynamic on a website, it has to be cared for continuously. Pages have to be updated regularly, online support has to be offered and the reader needs to see that the website is under constant change. This is also something that I could observe during the work on Focus MONEY for the Versicherungprofi (Appendix 2).

Workforce

Besides Mr. Grosch and Mr. Lindemann, there are in total three employees who work for printprojekt. In addition, Stefanie Haberstock regularly joins the team as a free consultant. Furthermore, they are working together closely with the graphic design company called 58vier, which has two employees in total. Usually, printprojekt and 58vier share all their projects, printprojekt works on writing the articles and 58vier visualizes and designs the pages thereof. Consequently, these three, officially distinct companies are not only sharing the projects that they are hired for, but they also share their office and work together daily.

DESCRIPTION OF THE INTERNSHIP

Assignments

The assignments I was trusted with during my internship were very diverse. I was mostly concerned with writing articles based on either press releases or independent research. This included on the one hand researching on the internet, but on the other hand, I also had to conduct interviews, online and in-person, as well as visiting contacts that had access to different archives. Furthermore, I gained experience in the whole process of graphic design for magazines and newspapers. Since printprojekt works together with 58vier, I was able to gather some insights on how to structure and visualize a page, and what is important to keep in mind when arranging different types of elements. Sometimes, I also had to establish contact with different companies and persons of interest that were supposed to be interviewed for articles. I wrote emails and took calls to request brief statements for certain projects. Moreover, they also trusted me with my research on how they could establish a sustainability cachet that they could award different companies with.

Results

One of the first tasks I was confronted with was writing a short article for a magazine included in the newspaper 'Hamburger Abendblatt'. The Hamburger Abendblatt is a newspaper published in and about Hamburg, the concerned magazine I wrote the article for named AusTER, which is dedicated to informing young people about different careers, studies, and educational paths. Included are various interviews with different people who present their jobs. Therefore, my task included documenting an interview with one of the people presenting their job, and afterward, using this information to write an article about the job. The person I interviewed was just conducting his educational training to become a dairy technologist, someone who produces dairy products and cares for the machinery needed for the process. Afterward, I wrote the article and sent it back to the interviewee to give him the chance for feedback and alterations to the text. When every party was satisfied with the coverage, including the dairy company, my supervisor Hanns-Stefan and everyone else included in this project, we sent it to the newspaper so that they could build it into their magazine.

Another department I gained a few insights into was one of the websites that printprojekt manages and regularly updates with short articles. This website was created for FOCUS-MONEY, an economic magazine for a German news magazine called FOCUS. Within FOCUS-MONEY, the website called 'Versicherungsprofi' was created by the team to notify people about all news related to the insurance sector. Usually, all articles and notifications that are posted on the 'Versicherungsprofi' are based on a large number of press releases that printprojekt receives from different companies, institutions, and governmental departments. Therefore, I was asked to write a few of these short articles for the website. Most of the time I received press releases as a source of information. In the beginning, I was mostly writing just the text and one of my colleagues would add the text to the layout, add a picture and design the captions and descriptions, but after a few tries with the system that is used for the layout, I was able to add the text myself.

The probably biggest part of my tasks concerned writing articles for the magazine 'Die Deutsche Seeschifffahrt' (hereby referred to as DS). This magazine is a member magazine for the Association of German Shipowners called 'Verband Deutscher Reederer'. printprojekt produces its member magazine quarterly for the association and accounts for all the production steps by themselves. This means that from setting up a structure for the content of the magazine, gathering information and sources, writing the articles, designing the layout to finally forwarding the final product to a printing house to print the magazines. I was allowed to get an insight into all of these steps of production, which turned out to be a very enriching experience.

I joined the first conference for the last magazine of this year, magazine 2021, Quarter 4. In this meeting, my supervisor presented the topic selection he made for the content of the magazine, these topics were allocated to the different pages to create a structure and finally, the topics were divided among the co-workers. I was allocated two topics, one article on a historic portrait, the other one on one of the ship-owning members of the association.

Consequently, the following weeks were filled with researching and writing for the first article. This one was particularly interesting to me because it concerned a very interesting personality from Hamburg. The article was supposed to be a historic piece on the shipowner Lucy Borchardt, who owned the tugboat shipping company 'Fairplay Towage' during World War II. She was Jewish and with her company and her boats, which she took over from her husband in the early 1930s, she

was able to save dozens of Jewish dock workers from Nazi Germany. This piece was not only very important to me due to the content portrayed in it, but also because I could truly count it as my own work. During the information gathering process for this article, I visited one of the former CEOs of Fairplay Towage in their office downtown. Together we searched through the pictures and articles of their private archive to gather useful information for my article. We came across original publications and photos of Lucy Borchardt herself, some dating back to the early 1910s. I very much enjoyed being able to work with historic documents, but it was also a great honor to represent the company in front of a client, as well as engage with him on a professional level. When I afterward started the writing process of the article, I sent the photos I took from the archive documents to Oliver Lohrengel, the leading graphic designer of 58vier. He then colored in the pictures, as they were all in black-white, and created the layout for the page. When I was done with writing my draft, my supervisor and I went over it together and identified sentences that would require some modification. When we both were satisfied with the product, it was added to the layout together with captions for the pictures, and my first article for the member magazine was done. A few days after the publication of the article, I was positively surprised by the feedback I had received for this piece. One of Lucy's grandsons, who lives in London, had read my article and complimented me on the story. He told me that he really liked how well I captured her character and personality. This was one of my proudest moments during the internship because it showed me that my writing could make an impact.

A week later I started with the second big article for the magazine. Due to many pictures, we had received from the company's press release this article was planned to take up four pages in the magazine, although the word count for the text remained the same as the previous article on Lucy Borchardt. However, concerning the writing style and the content of this article, it was very different from the previous one. This article told the story of a freshly baptized sailing cruise ship from the shipping company 'Sea Cloud Cruises'. The company is also from Hamburg and they have specialized in alternately offering luxurious cruises, namely on sailing ships instead of traditional cruise ships. This summer they introduced their newest addition to the fleet called 'Sea Cloud Spirit', which the article I wrote reported on. The information I needed for this article mostly originated from the press releases that we had received from 'Sea Cloud Cruises', with the addition of online research to fill the remaining gaps.

After finishing the 'Sea Cloud Spirit' article I was also allowed to gain some insights on the process behind designing the graphics and building a visual structure for the magazine at 58vier. The head of the designing department showed me how he would establish a page in the magazine starting from scratch. He informed me about a few skills and tools to design a page, such as to always use complementary colors. It was very interesting to me to also learn about the design process apart from the writing part.

My last task for this issue of the DS concerned a page that we wanted to dedicate to the former president of the Association of German Shipowners, who retired just this year. For his resignation, we had issued an interview with him, which turned out to be a 5-page interview. To add to this interview, we planned to gather a handful of brief statements about the presidency by other prominent figures from the maritime industry and politics. I received a list of names, ranging from members of the parliament and big ship owners to ministers who are part of the house of representatives. I started by searching for their contacts online, in total there were 8 people that I had to contact, and sometimes it was quite difficult to find out their press contacts. After I had identified at least two addresses per person, I formulated a brief text stating what we were looking for. In this text, I stated that due to the end of the presidency we were hoping to receive some brief statements on what the former president did for the association of German shipowners, and how he will be remembered. Some of the people I contacted were very enthusiastic and I received their statement after a few days, some of them I had to follow up two and sometimes three times before even receiving a confirmation that they would create a statement. It was quite exhausting to keep reminding people about this, but in the end, we received a note from everyone we had contacted, which I would note as a success.

The final, probably most time-consuming task I was trusted with was the development of a sustainability cachet. Sometimes, printprojekt is ranking different companies after different criteria for some of the magazines that we are writing articles for. Mr. Grosch and Mr. Lindemann thought it would be a beneficial project for them to conceptualize how printprojekt could come up with their ranking system to judge companies on, and consequently develop their own cachet that they could award companies with. This ranking they decided should focus on the sustainability of a company. For this project to develop, they asked me if I could try and conceptualize a framework for sustainable development and sustainability in companies. I very much enjoyed this task

because it vaguely reminded me of the reasons why I like to work with sustainability and therefore also why I chose to become a student at UCF. In the first step of this project, so the step that I was trusted to develop, they wanted to concentrate on sustainability in the building sector, precisely how prefabricated houses could be designed sustainable and how companies from this sector can be sustainable. For developing the framework, I combined the ESG framework with a framework I found on sustainable building. More information on the content of this cachet can be found in Appendix 6 under Sustainability Cachet.

One of the experiences I had looked forward to was visiting the printery. This specific printery is where printprojekt gives all their printing tasks in order, and there was even a chance that I could see my article being printed. This visit was originally scheduled for week 12. But again, the pandemic crossed our plans when the number of covid cases rose unexpectedly fast and the printery did not allow any external people to come and visit. The person of contact from the printery that is working together with printprojekt nevertheless invited me to come and visit them as soon as the restrictions ease and the pandemic has been regulated, but since no one knows when this will happen, I, unfortunately, cannot share any experiences on this matter in the report.

Finally, the last tasks that I experienced during the internship were office-related tasks, such as joining the bi-weekly conferences and learning how an invoice is calculated and sent to a client. During the conferences, it was mainly talked about the upcoming tasks until the end of this year, but coworkers also presented their status concerning different projects. We also talked about the annual office Christmas party, which will take place this year by the beginning of December and they invited me to join. It was also interesting to gain an insight on the financial side, seeing how different prices for pieces of text or graphic designs are calculated and what the costs of a final magazine are.

EVALUATION

Looking back at the time that I have spent at printprojekt, I can say that it went by very fast and I am a little sad that this enriching experience has come to an end. In the following section, I will reflect on what I have learned from this internship, what was challenging, and how I can use the acquired skills for the future of my studies and my career.

Firstly, in terms of journalistic work, I definitely learned a few new things. The type and method of research differ a lot from what I have learned about research in my university education so far. This is because the structure is inherently different from the structure in a scientific research process. Most of the time, I was given at least one press release that was circling the topic I was supposed to write about. Then, if there still were any informational gaps, I would do precise online research on these facts. Instead of researching and reading information until I had the feeling, I'd know so much about a topic that I could write three papers on it like I was used to for research papers at UCF, I was soon reaching a point of researching too much. Since the number of words per article is always pretty limited, it was a lot more difficult to not exceed the limit when I had read excessive information on the topic. It made me realize that sometimes less is more and that sometimes too much information makes it a lot harder to separate the necessary, important information from unimportant knowledge. Instead of adding every small detail I could find, I would have to critically engage with the information I was trying to build into the text and always keep an eye on the whole.

Another outcome I have observed is a better understanding of adjustability in writing styles. Since printprojekt pays a lot of attention to the right writing style based on client, target audience, content, and structure, it was always one of the longest and most important parts to edit the text and make sure that the writing style is ideally adjusted. Often, this was also the hardest part for me, because I often tried to take over what I have learned about writing at UCF. After some time, I could see differences between these two types of writing. While in academic writing it is often emphasized to include all minor details rather than leaving them out, in journalistic writing, it's often about the aesthetic of the sentences rather than stating every single fact. This also showed me that journalism sees writing as a kind of art rather than the medium through which information is transmitted. Journalistic writing does not merely provide the reader with information, but it

allows the writer to become creative and take the reader on a journey through the reading experience. This is also coupled with the skill of writing a short amount of text, where it can be difficult to find the balance between stating the most relevant information and remaining concise and to the point. I also noticed that my German writing skills improved a lot, I am more confident in talking in German, and it is easier for me to use accurate and distinct words in a certain situation.

Furthermore, it was very helpful for me that I was trusted to communicate with clients, professionals, and interview participants by myself, and it helped me gain a better understanding of the demeanor in the professional world. At first, it was very exciting to contact externals all by myself, after all, I would be representing the company and everything that I could be criticized on would be a critique on the company. However, I was lucky to have worked with very nice people, who had a lot of understanding for me still orienting in this new role. It not only helped me to understand the tonus of the professional world, but it also made me feel like a full member of the team, especially seeing how much trust my supervisor put into my abilities. I am confident that after this experience I can clearly communicate my matter of concern to various kinds of people, and always maintain a professional, kind, and nevertheless straightforward style of communication.

On the other hand, I was not only representing the company to clients but I was also representing UCF to printprojekt. This was especially relevant when I was asked to work on tasks, that I should be skilled in concerning what we have learned at GRL so far. These tasks were mostly related to translating and writing in English, but I was also able to present my knowledge when I developed the sustainability cachet. I appreciated that they trusted me with such a big task based on my expertise and I am confident that the product I delivered, in the end, was as extensive as it was due to what I have learned in my studies.

I greatly enjoyed the climate here at the company and working in a team like this allowed me to further develop my soft skills in terms of communication, team building, and asking for help. Although it is usually pretty difficult for me to ask for help, I realized that it is not a bad thing to ask for help and that it is always beneficial if someone else has another look at my work in progress, especially if they are as skilled as they are at printprojekt.

To reflect on what I brought to the company's table, I honestly have to say that they taught me a lot and probably enriched my life a lot more than my presence at the company contributed to their success. However, I am optimistic that I was able to support the company especially by creating the sustainability framework, which they can later on use to further develop their sustainability cachet. Since I was allowed to spend a lot of time on this framework, I was able to finish it mostly to the point that they have concise questions that they could raise to different companies and by this estimate their level of sustainable integration. I also hope that I was able to take some stress off of my colleagues, by taking on tasks that are not that much of a priority and taking some time to make but need to be finished as the other tasks.

And although I learned a lot about the power of adjusting your writing style and turning a mere report into a story, I feel like it is still going to take time and training to evolve my writing skills to the next level. Never before did I realize how much attention, intention, and work flows into every sentence that you read, no matter if it is in a magazine, an advertisement, or a newspaper. As I am starting to understand the intentionality behind every written medium, I am starting to see how much more work it will take for me to use the right words, to appeal to the specific audience, and to turn the reports that I write into stories. Nevertheless, this fills me with ambition as I want people to read what I have written because they want to, not because they must.

Moreover, I am still struggling with translating the knowledge I gained on writing into English. Since I have been speaking German for almost half a year again, I feel like my English has become a little bit rusty. I am confident that I will regain my English skills fully when I am back at UCF and more exposed to speaking English again, but then I will also try to elevate my language skills and incorporate the skills I have learned from the internship.

During my internship I was able to learn many new things on writing, researching, communicating, and even designing, and I am confident that all these are skills that will be useful for the future of my degree program, as well as for my future career path. Although I do not think that I will turn towards classical journalism in my future career, I now strongly believe that every academic should regard journalism as a great tool to bring their content across. It allows great scientists with important findings to make these findings known, not only amongst minds who think alike, but it might also make their research more accessible for professionals of other fields and the public as

well. I also believe that, as a responsible leader, it is my responsibility to pick up people at their level and take them with me on the development process, by offering accessible findings that still seem appealing to them. By wrapping scientific research and academic findings into journalism, we can make the academic world a little bit more accessible, and thus inclusive to everyone. And not only the academic world could benefit from some journalistic skills, I think that journalism gives you skills that can be incorporated into every part of life where written expression matters because you can reach more people if you make your writings seem interesting, no matter if it is in politics, literature, arts, marketing or academics.

Consequently, I also think that journalism could be used as a great tool to spread awareness, educate and engage people on the SDGs. I imagine that if there would be creative short stories on the importance of the SDGs, these could have a much wider effect on the public than policy briefs that explain the purpose of SDGs.

Furthermore, I believe that journalism could not only support the range of the concepts of SDGs, but it could also be used to inform people on content-related issues of the SDGs, for example, the struggle of gender equality, or adequate water supply in all parts of the world. Especially with issues like this, I believe that people have to be emotionally touched to feel like they should engage for or speak up against something. Therefore, also the medium, so the text in which they read about these issues should be able to emotionally touch them, which is best done in telling a story rather than stating the situation as it is.

This internship has provided me with lots of opportunities to grow outside of my comfort zone. I learned skills such as creative and short story writing, but I was also able to improve my interpersonal skills by working together closely with my colleagues. Overall, I can say that I do not necessarily see myself working in pure journalism, but I am confident that the skills I was able to acquire will also be very useful for my further education as well as any career path I choose to walk on later in life.

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APPENDIX

Appendix 1: Overview of tasks (weekly allocation)

	T	
WEEK 1: 16.08-22.08.2021	Discussing the practicalities, getting to know the team, creating a schedule	21 hours (3x7)
	Writing my first own article for the magazine "Auster", an additional magazine for the newspaper Hamburger Abendblatt: "Ausbildung Milchtechnologe", conducting an interview to gain info on the article setting up this table and the structure of my internship report	
	Working on my second draft for the article, researching for the article & refining the language, writing another article on "nachhaltige automobilität" for the versicherungsprofi	
	Saw my first article (versicherungsprofi) published online, send the article for the abendblatt to the interview partners for final review & alteration of the dates Learning how to update & write articles for the versicherungsprofi, and familiarizing myself with the publishing system that they use to update the website	
WEEK 2: 23.08-29.08.2021	Took part in a conference with a client (Deutsche Seeschifffahrt), Familiarized myself with the market on sustainable logos (Siegel), specifically with ones that are used in real estate	21 hours (3x7)
	We discussed the structure of the Deutsche Seeschifffahrt book, I got insights into how a magazine is structured, and what needs to be considered when setting up a structure: most important/ interesting articles to the front, 2-3 main issues that have more pages than the other etc. Started to write my first research article for the DS magazine, about Lucy Borchardt I created a factsheet on the topic of diet & nutrition for a hospital magazine, for that I specifically looked for statistics, data and facts on nutrition worldwide and in germany	
	Continued writing the story for DS	

WEEK 3: 30.08-05.09.2021	Got my own project for which I am now designing a sustainability plan & structure Went to the Fairplay Towage Group and interviewed one person there, had a look into their archive and collected pictures and information for my report, worked on a sustainability framework to rank companies according to ESG standards	21 hours (3x7)
	Reviewed the material I received from Fairplay Towage Group, marked everything important,	
WEEK 4: 06.0912.09.2021	Created a short page with news for the asklepios magazine (nah dran & aktuelles), calculated some numbers for a graph that will be used in an article for the Hamburger Abendblatt	21 hours (3x7)
	worked on a fact sheet for the Asklepios, continued setting up a structure for the Lucy Borchardt article	
WEEK 5: 13.0919.09.2021	Starting to write the Lucy Borchardt Article, researching specific information on Lucy Borchardt to fill some gaps	21 hours (3x7)
WEEK 6: 20.0926.09.2021	Finding the press contacts of people (mostly members of the parliament) we want to interview for a magazine	21 hours (3x7)
WEEK 7: 27.0903.10.2021	Contacting the members of the parliament and asking them if it would be possible to give a short statement on some current events	21 hours (3 x7)
WEEK 8: 04.10 10.10.2021	Received insights on the graphic design tasks, structured and visualized an entire page for a magazine	21 hours (3x7)
	Finalizing the graphic design from the Lucy Borchardt article, adjusting the text and the length of it to the layout	
WEEK 9: 11.1017.10.2021	Adding short articles to the page I designed in the week before (DS)	21 hours (3x7)
	Researching for another article for the same magazine (DS), called 'der besondere spirit' (the special spirit)	
WEEK 10: 18.1024.10.2021	Finishing off the research for the spirit article, setting up a structure and getting approval for it	21 hours (3x7)
<u> </u>	<u>I</u>	

	Starting to write the spirit article	
WEEK 11: 25.1031.10.2021	Learning how to write an invoice for the DS, Working on the concept for the sustainability cachet	21 hours (3x7)
WEEK 12: 01.1107.11.2021	Working on the sustainability cachet Supposed to visit the printery, but unfortunately I was sick due to the corona vaccination I had received a day prior	21 hours (3x7)
WEEK 13: 08.1114.11.2021	Taking part in an office conference, discussing the upcoming projects and	21 hours (3x7)
WEEK 14: 15.1121.11.2021	Supposed to visit the printery, but unfortunately we had to cancel again due to rising corona cases the printery does not allow external people to visit anymore Finalizing my sustainability cachet Saying goodbye and eating cake	14 hours (2x7)
		TOTAL: 287 hours = 10 ECTS

Appendix 2: Focus MONEY (Versicherungsprofi)



n > Produkte> Komposit- und Rechtsschutzversicherung

Neue Mobilität auf den Straßen: Alternative Antriebe boomen

Eine aktuelle Forsa-Umfrage zeigt: Elektromobilität ist gefragt wie nie. Der Versicherer Gothaer hat daraufhin seinen Kfz-Tarif angepasst. Was dahinter steckt.



Die EU-Kommission will die Mitgliedstaaten verpflichten, die Ladeinfrastruktur stark auszubauen. An Schneilstraßen solle alle 60 Kilometer Ladestationen stehen. (Foto: Getty Images)

Die EU macht Druck: Das Ende des Verbrennungsmotors rückt immer näher. So will die EU-Kommission bis 2030 den Die EU macht Druck: Das Ende des Verbrennungsmotors rückt immer näher. So will die EU-Kommission bis 2030 den Ausstoß von Kohlendioxid um 55 Prozent im Vergleich zu 1990 reduzieren. Das beutetet auch für die deutsche Automobilbranche: Sie muss nachhaltiger werden. Bereits heute sind viele Fahrzeuge mit "grünem" Antrieb auf den Straßen zu finden. So wurden 2020 so viele Elektroautos zugelassen wie noch nie. Ein immenser Fortschritt: Seit 2019 hat sich die Zahl der neu zugelassenen Elektroautos auf Deutschlands Straßen etwa verdreifacht. Dass der Trend in Richtung Elektroautos geht, zeigt nun auch eine aktuelle Forsa-Umfrage im Auftrag der Gothaer.

PREISNACHLASS BEI SCHADENFREIHEIT AUSSCHLAGGEBEND

Danach geben 43 Prozent der Befragten bei einem Autoneukauf einem alternativ betriebenen Fahrzeug gegenüber einem herkömmlichen Auto mit Verbrennungsmotor den Vorzug. Darüber hinaus ergab die Umfrage, dass 39 Prozent der Befragten einen Preisnachlass bei Schadenfreiheit als ausschlaggebendes Kriterium für die Wahl einer KIz-Versicherung ansehen. Die Gothaer passte darauf hin ihren Tarif an – und setzt den Fokus vermehrt auf Elektromobilität. Dazu zuhlt etwa eine Treue-Kasko, bei der sich der Selbstbehalt bei Schadensfreiheit (abhängig vom Vollkasko/Teilkasko-Tarif) jährlich um 50 Euro

DIE LEISTUNGEN

In der Grunddeckung der Police sind weiterhin enthalten:

- Allgefahrendeckung innerhalb der Vollkasko für Akkuschäden bis 25.000 Euro
- Für Brandschäden an Ladestationen bis 3000 Euro
 Akku-Entsorgung nach Totalschaden bis 5000 Euro
 Erwerb eines Löschcontainers bis 2000 Euro
- Für Tierbiss- und Kurzschlussschäden und Überspannungs- und Bedienschäden am Akku bis 25.000 Euro

Wer grün fährt, profitiert bei der Gothaer: Kunden mit Elektrofahrzeugen erhalten einen Beitragsvorteil von 20 Prozent - für

■ VIDEO

Das Video der Woche - präsentiert von unserem Content-Partner Mission Money



■ MEISTGELESENE ARTIKEL



Neue Studie, bekanntes Ergebnis: Bedeutung der BU wird unterschätzt



Porträt: Christliche Werte prägen den Umgang mit seinen Kunden



Alternative Anlagen fürs



überdurchschnittlich



andsafe bringt digitale Fahrradversicherung auf den Markt

■ VERANSTALTUNGEN

Di. 28.09 - Mi. 29.09.2021 Messekongress Schader Assistance > weiterlesen

DKM 2021 > wei

Messekongress IT für Versicherungen

■ DER VP ALS EPAPER

Der VersicherungsProfi ist das ePaper für die Vertriebspartner der Assekuranz. Es liefert faktenorientierte Informationen für den freien Vertrieb.



Appendix 3: AusTER: Dairy technologist/ Der Milchtechnologe



Leonardo Brandt macht in Zeven eine Ausbildung zum Milchtechnologen. Er arbeitet bei der DMK Group, das ist Deutschlands größtes Molkereiunternehmen

le frische Buttermilch aus dem Kühlregal lassen sich Leonardo Brandt und seine Preunde besonders gern schmecken. Nicht nur, weil sie eines ihrer Lieblingsgetränke ist – sondern auch, weil Brandt sie mit einiger Wahrscheinlichkeit selbst hergestellt hat. "Wenn ich weiß, dass ich da mitgemischt habe, schmeckt es fast noch besser", sagt Brandt. Der 22-Jährige macht eine Ausbildung zum Milchechnologen und ist im dritten Lehrjahr. Sein Arbeitgeber: Die DMK Group, Deutschlands größte Molkereigenossenschaft. Rund 7,800 Mitarbeiter Kümmern sich an 20 Standorten um die Milch, die die 5,600 Bauern jeden Tagabliefern, und zaubern daraus Produkte wie Käse, Joghurt, Butter, Quark, Babynahrung und Eis. Während der dreijährigen Ausbildung durchlaufen die Azubis verschiedene Bereiche, die sie optimal auf die Arbeit als Milchtechnologe vorbereiten. Die derie wichtigsten am Standort Zeven. HAIGh. Trocknung (Milchpulver) und Prischkäserei, wo. Quark und Pruchtbuttermilch hergestellt werden. "Es geht darum, die Produktions prozesse zu verstehen und die Anlagen zu behrerschen", erklärt Thomas Will, Ausbilder am DMK-Standort Zeven. Das erlebt Leonardo Brandt gerade hautanb is dar Buttermilch- mit Milchsäurebatterien an, wiegt je nach Geschmenkskrichtung weitere Zutaten ab und mischt sie. Anschließend prüft er den pH-Wert und macht eine Geschmenksprobe. "Bei der Aubeit auf Such von seinem Hernenkstrichtung weitere Sudrum Milchsüurebatterien an, wiegt je nach Geschmenkstrichtung weitere Zutaten ab und mischt sie. Anschließend prüft er den pH-Wert und macht eine Geschmenksprobe. "Bei der Arbeit akheite inn it den Such von seinem Hernenkstrichtung weiter am Standort OE und prozent der Ausbildung von der Standort Deutschlichten sie der Suttermilch mit Lebensmitteln", sagt der Arbeit akheitellich mit Lebensmitteln", so der der Aubildung von "Man

fährt Brandt ins Milchwirtschaftliche Rildungszentrum in Olden

führt Brandt ins Milchwirtschaftliche Bildungszentrum in Oldenburg. In der dausgehörigen Lehrmolkerei Können die Azubis ihr praktisches Wissen vertiefen und sich ausprobieren. Zum Beruf gehören auch anspruchsvolle Arbeitszeiten. Zwar sind die Azubis in der Regel in der Frühschicht eingesetzt – aber auch die beginnt um 6 Uhr mongens. Im späteren Berufsleben wird dann meist im Drei-Schichtbetrieb gearbeitet: "Die Kübe lassen sich eben nicht abstellen", sagt Ausbilder Will. Für viele Bewerber sei das eine echte Hürde. Andererseits sicherten attraktive Zuschläge für Nacht- und Wochenendarbeit schon zu Beginn ein ordentliches Einkommen.

Leonardo Brandt an seinem Arbeitsplatz in Zeven. Der 22-Jährige ist im dritten Lehrjahr.

Job-Info

Ausbildungsdauer: 3 Jahre Voraussetzunger: sehr guter ESA oder guter MSA, gute Noten in Mathematik und Naturwissenschaften, Bereitschaft zur Schicht-Arbeit, Hyglenebewusstsein Ausbildungsvergütung: am Standort Zeven 939 Euro im ersten, 1013 Euro im zweiten und 1124 Euro im dritten Jahr Einstiegsgehaltt am Standort Zeven ab ca. 3000 Euro plus Schichtzulagen Weiterbildungsmößlichkeitensweiter Schichtzulagen Ausbildungsdauer: 3 Jahre Schichtzulagen
Weiterbildungsmöglichkeiten:
Molkereimeister, Studium Milchwirtschaftliche Lebensmitteltechwalenie

Sonnabend/Sonntag, 4./5. September 2021 Hamburger Abendblall

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Appendix 4: Deutsche Seeschifffahrt: Lucy Borchardt

Page 1:

52 MARITIMES LEBEN

Die mutige Reederin

| **Porträt** | Lucy Borchardt wurde 1930 Chefin der Hamburger Fairplay-Reederei. Mit Cleverness und Courage rettete sie während der Nazizeit zahlreichen Juden das Leben. Text: Pauline Fehrmann

s ist sechs Uhr morgens.
Der Nebel hängt noch tief
über den Landungsbrücken, als Lucy Borchardt ihre
tägliche Inspektion beginnt.
Sie lässt sich eine Tasse heißen Kaffee bringen und besteigt einen ihrer FairplaySchlepper im Hamburger
Hafen. Dort stellt sie die Tasse
auf die Reling und folgt dem
Maschinenführer unter Deck,
wo sie sich in allen Einzelheiten
die technischen Abläufe vorführen lässt.

Dann steigt sie die schmale
Treppe zum Deck wieder empor und
fordert ihre Mannschaft auf, sie zu begleiten. Sie geht zurück an die Reling mit
der Kaffeetasse – für den Maschinenführer
ist das der entscheidende Moment der Inspektion: Ist Kaffee aus der Tasse auf die
Untertasse geschwappt, muss er wegen zu
starker Motorvibrationen nachhessern. Ist
die Untertasse sauber, darf der FairplaySchlepper zum Einsatz in den Hamburger
Hafen fahren.

I Fürsorgliche Reederin | Es sind solche Andekdoten, die den Ruf von Lucy Borchardt begründen. Als "Mutter Borchardt" ist sie sowohl in die deutsche Schifffahrt als auch in die jüdische Geschichte Hamburgs eingegangen. Geboren 1877, heiratet die junge Jüdin 1902 Richard Borchardt, der in der Schleppdampfschiffs-Rhederei Carl Tiedemann und Pauls & Blohm arbeitet und die Firma 1905 übernimmt. Er lässt die Reederei als Fairplay Schleppdampfschiffs-Reederei Richard Borchardt GmbH ins Handelsre-

nit arer

Geschäftsfrau. Als 38-Jährige übernimmt Lucy Borchardt erstmals die Verantwortung für die Reederei.

Grau L. Borchardt

gister eintragen und führt sie, bis er sich 1915 zum Kriegsdienst in der kaiserlichen Marine meldet. Alle Schlepper der Fairplay-Reederei werden für den Krieg requiriert. Lucy Borchardt wird von ihrem Mann zur Prokuristin der Firma ernannt und steuert die Reederei während des Krieges.

Als Richard 1930 stirbt, übernimmt Lucy die Rolle der Reederin. Die fünffache Mutter fühlt sich nicht nur ihren Kindern verpflichtet; sie ist auch die Mutter der Reederei, die Besatzung gehört quasi zur Familie. Ihre Fürsorgepflicht nimmt sie ernst: Mitarbeitern, deren Frauen verzweifelt sind, weil die Männer ihren Lohn vertrinken, lässt sie einen Vertrag unterschreiben; fortan bekommt die Gattin das Geld ausgezahlt.

l Ausreise mit Ausbildung I Als engagierte, clevere Frau setzt Borchardt sich nicht nur für ihre Beschäftigten ein, sondern ist auch eine respektierte Persönlichkeit in Hamburgs jüdischer Gemeinde. Als Hitler 1933 an die Macht kommt, erkennt die überzeugte Zionistin, dass sie und ihre jüdischen Mitbürger zunehmend ins Fadenkreuz der Nazis geraten.

Doch die Hürden für eine Emigration sind hoch. Die britische Mandatskraft in Palästina verlangt als Voraussetzung für die Einreise eine abgeschlossene Ausbildung. Borchardt beginnt also damit, jugendliche Juden in der Reederei auszubilden, damit die eine Chance auf eine legale Ausreise haben. Auf diesem Wege kann sie in den darauffolgenden Jahren rund 40 Juden vor dem sicheren Tod bewahren.

Als einer ihrer Söhne Anfang der 1930er-Jahre nach Palästina emigriert und dort eine eigene Reederei eröffnet, überträgt Lucy ihm 1935 drei ihrer Schlepper. Der Geschäftsfrau gelingt es damit, die Schlepper im Familienbesitz zu halten. Außerdem kann sie so weiteren Juden das Leben retten, indem sie sie für die Überfahrt nach Palästina einsetzt. In einem Interview, das 1954 in London dokumentiert wurde, berichtet Borchardt, auf diesem

adam Talumban

DEUTSCHE SEESCHIFFFAHRT

Page 2:

Appendix 5: Deutsche Seeschifffahrt: Sea Cloud Spirit

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MARITIMES LEBEN



Feierlaune.

Lucy Borchard stößt
in London auf den
Erfolg des Unternehmens an.



Taufe. Die 1910 gebaute erste "Pairplay IX" wurde zu Beginn des 1. Weltkriegs für Kriegszwecke eingezogen.



Gruppenbild mit Dame. Lucy Borchardt (Mitte) neben ihrem Mann Richard (4. von rechts) an Bord eines ihrer Schiffe. XYZ

Weg 150 Juden aus Deutschland in Sicherheit gebracht zu haben.

I Kluger Schachzug I 1938 wird zum Schicksalsjahr für Fairplay. Den Nazis ist das blühende jüdische Schlepperunternehmen ein Dorn im Auge, der Firma droht die "vollständige Arisierung". Doch zunächst gelingt Lucy ein cleverer Coup, der die Firma vor dem Untergang bewahrt. Sie lässt das Unternehmen als eine "arisierte" Stiftung privaten Rechts eintragen, womit sie nicht nur den Erhalt der Reederei erwirkt, sondern vor allem die Arbeitsplätze ihrer Angestellten erhalten kann.

Doch die Lage in Nazideutschland spitzt sich immer weiter zu. Im August 1938 verlässt die mutige Reederin Hamburg und emigriert nach London. Bis auf drei ihrer Schiffe, die Borchardt mit ins Exil nehmen darf, wird ihr gesamtes Vermögen vom Regime beschlagnahmt. Im Exil angekommen, ändert sie ihren Familiennamen ins fürs Englische gängigere Borchard, lässt sich aber nicht unterkriegen; Sie gründet eine neue Reederei, die Fairplay Towage & Shipping Co. Ltd.

Nach Kriegsende geht einer ihrer Söhne zurück nach Hamburg und erreicht in langen Verhandlungen die Rückgabe der Fairplay-Reederei. Lucy hat jedoch im Exil ihr neues Zuhause gefunden, nach Hamburg kehrt sie nicht mehr zurück. 1953 gründet sie eine weitere Reederei, die Borchard Lines Ltd., die noch heute von London aus mit aktuell neun Containerschiffen operiert. Die Fairplay-Reederei in Hamburg ist weiter im Familienbesitz, mittlerweile in der vierten Generation. 1969 stirbt Lucy Borchard im Alter von 91 Jahren. Sie ist als mutige und kluge jüdische Reederin in die Geschichte eingegangen.



Domäne. Die "Fairplay III" im Einsatz für die "Düsseldorf in Hamburg" 1969.

Fairplay

••• Über 100 Jahre nach ihrer Gründung fährt die Fairplay-Reederei weiter auf Erfolgskurs. Das Unternehmen hat 2017 den Hamburger Marktführer Bugsier übernommen und ist im Gruppenverbund in 29 Häfen aktiv. Mittlerweile agiert die Hamburger Reederei mit insgesamt 105 Schleppern in Deutschland, Polen, Belgien, Bulgarien, den Niederlanden und seit neuestem auch auf Gran Canaria. Auch die von Lucy Borchard gegründete Borchard Lines Ltd. ist noch heute mit neun kleineren Containerschiffen im Liniendienst u. a, zwischen England und Häfen im Mittelmeer aktiv.

www.fairplay-towage.group



Kraftpaket. Der Hybridschlepper "Fairplay IX" von 2015 schafft 90 Tonnen Pfahlzug.

Q4/2021

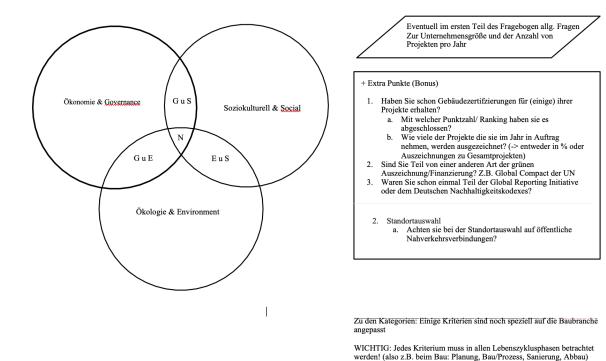
Fotos: Von Matti Blume - Elgenes Werk, CC BY-SA 4.0, https://commons.wikimedi index.php?curid=78397350: Von Wolfgang Pricke - Eigenes Werk, CC BY 3.0, http





Appendix 6: Sustainability Cachet

Graphic: Visualization of the three spheres of Sustainability and a suggestion of how different additional factors could be assessed within the scores of sustainable development



Ökonomie & Governance (G):

- Wertstabilität
- 2. Effizienz
 - 1. Flächeneffizienz
- 3. Wertsteigerung
 - 1. Höhere Mieten/ Kaufpreise
- 4. Hohe Nachfrage
 - 1. Geringer Leerstand
- 5. Imagegewinn
- 6. Management
 - 1. Wer hat in Ihrem Unternehmen die oberste Verantwortung für Nachhaltigkeit?
 - 2. Wie wird diese Verantwortung operationalisiert?
 - 3. Verwenden Sie ein Managementsystem zur Nachhaltigkeit (Bsp: EMAS, ISO 9000...)
 - 4. Flächenbedarf
- 7. Innovation & Planungsprozess

- 1. Welche Regeln sind bei Ihnen in Kraft, mit denen sie Ihre Nachhaltigkeitsstrategie durchsetzen?
- 2. Inwieweit arbeiten Sie mit Leistungsindikatoren? Bsp. Spezifische Umweltkennzahlen
- 8. Kommunizierte Unternehmenswerte und Richtlinien
 - 1. Wer hat welche Interessen am Unternehmen und welchen Einfluss hat dies auf den Geschäftserfolg?
 - 2. Wie lassen sich diese Interessen mit ihrer Nachhaltigkeitsstrategie verbinden?
- 9. Versammlungs- und Gewerkschaftsrecht
 - 1. Wie stellen Sie sicher, dass Ihre Mitarbeiter vom Versammlungs- und Gewerkschaftsrecht Gebrauch machen können?
- 10. Gesetzeskonforme Abführung von Steuern
 - 1. Wie stellen Sie die gesetzeskonforme Abführung von Steuern sicher?
- 11. Gewährleistung von Datenschutz
 - 1. Wie gewährleisten Sie genügenden Datenschutz für Mitarbeiter und Kunden?
- 12. Kreislaufwirtschaft & Lebenszyklus
 - 1. Sind Ihre Produkte rücknahme- oder recyclingfähig?
 - 2. Verfügen Sie über eine Ökobilanz? Wenn ja, wie sieht diese aus?

Soziokulturell & Social (S):

- 1. Gesundheit und Komfort
 - 1. Sichere und ergonomische Gestaltung von Arbeitsplätzen
 - 1. Wie sorgen Sie für eine sichere und ergonomische Gestaltung von Arbeitsplätzen?
 - 2. Work-Life Balance/ Familie und Karriere sind vereinbar
 - 1. Gibt es in Ihrem Unternehmen Programme, durch die die Gesundheit und die Vereinbarkeit von Privat- und Arbeitsleben Ihrer Mitarbeiter gefördert wird?
 - -> Wird zb eine Kindertagesstätte bereitgestellt?
- 3. Kundengesundheit und -sicherheit
 - 1. Inwiefern verfügen Sie über geeignete Prozesse, die dazu beitragen, dass sich Innovationen bei Produkten und Dienstleistungen die Nachhaltigkeit bei der eigenen Ressourcennutzung und bei Nutzern verbessern?
- 2. Qualität
 - 1. Innenraumqualität
 - 1. Bessere akustische & klimatische Raumbedingungen
- 3. Faires Marketing und transparente Produktinformationen
- 4. Zugänglichkeit/Barrierefreiheit
 - 1. Besteht bei Ihnen am Arbeitsplatz sowie bei Ihren Produkten die Möglichkeit zur barrierefreien Zugänglichkeit?
- 5. Demografischer Wandel

Was tun Sie, damit Ihre Beschäftigten auf Dauer ihre Leistungen im Unternehmen optimal einbringen können (z.B. altersgerechte Arbeitsplatzgestaltung)?

- 6. Politische Einflussnahme
 - 1. In welchen Organisationen ist Ihr Unternehmen Mitglied?
 - 2. An welche Parteien haben Sie im vergangenen Jahr gespendet?
- 3. Nach welchen Kriterien entscheiden Sie, wofür sich Ihr Unternehmen engagiert? Ökologie & Environment (E):
 - 1. Strategien zur Abmilderung des Klimawandels
 - 1. Einsatz nicht erneuerbarer Ressourcen minimieren
 - 1. Welche qualitativen und quantitativen Ziele haben Sie sich für a) eine Ressourceneffizienz, b) die Steigerung von Rohstoffproduktivität, c) die Verringerung der Inanspruchnahme von Ökosystemdienstleistungen gesetzt? Wie werden erfüllt bzw. in Zukunft erfüllt werden?
 - 1. Wasserverbrauch reduzieren
 - 1. Haben Sie sich Ziele zur Wasserreduktion gesetzt? Was tun Sie, um diese zu erreichen?
 - 2. CO2-Neutralität
 - 1. Direkte und Indirekte CO2 Emissionen pro Mitarbeiter/ pro Tonne Produkt
 - 2. Schutz biologischer Diversität
 - 1. Welche ökologischen Auswirkungen werden durch die Tätigkeit ihres Unternehmens verursacht?
 - 2. Wie werden diese kompensiert?
 - 3. Inwiefern sind Ihnen die Auswirkungen entlang des gesamten Produktlebensweges (inkl. Produktbenutzung & -entsorgung) bekannt, und wo nutzen Sie hier ihre Einflussmöglichkeiten?
 - 2. Strategien zur Anpassung an den Klimawandel
 - 1. Anwendung von erneuerbaren Energieressourcen maximieren
 - 1. In welchem Umfang nutzen Sie erneuerbare Energien?
 - 2. Verschmutzung
 - 1. Abfallreduktion
 - -> Ist die Verpflegung der Mitarbeiter in Einwegverpackungen?
 - 2. Wasserverschmutzung reduzieren, einsparen und wiederverwenden
 - 1. Wie reduzieren Sie entstehende Wasserverschmutzung? Wie sorgen Sie für eine Einsparung und Wiederverwendung von Wasser?
 - 3. Umweltschonende und recyclebare Materialien verwenden
 - 1. Welche Ziele haben Sie sich für die ökologischen Aspekte Ihrer Unternehmstätigkeit gesetzt?
 - 1. Wie werden diese erreicht?
 - 4. Einsatz nachhaltiger Produkte, Technologien und Infrastrukturen

Governance & Social (G u S):

1. Einhaltung von

- 1. Arbeitnehmerrechten
 - 1. Wie sorgen Sie dafür, dass Arbeitnehmerrechte (auch entlang der Lieferkette) eingehalten werden?
- 2. Menschenrechten
 - 1. Wie stellen Sie sicher, dass Ihre Zulieferer grundlegende Menschenrechte einhalten?
- 3. Menschenwürde
 - 1. Welche Mechanismen sind bei Ihnen in Kraft, um die Menschenwürde Ihrer Mitarbeiter zu schützen?
- 4. Nichtdiskriminierung
 - 1. Was tun Sie um Diskriminierung jeglicher Art zu vermeiden?
 - 1. Chancengleichheit für Positionen
 - 1. Wie stellen Sie sicher, dass eine Chancengleichheit für besonders Führungspositionen bei Ihnen besteht?
- 2. Faire Behandlung und Bezahlung von Mitarbeitern
 - 1. Was tun sie über die gesetzlichen Bestimmungen hinaus, um die Mitarbeiter zu inkludieren und zu beteiligen?
 - 1. Definierte Vergütungsrichtlinien
 - 1. Inwiefern orientieren Sie sich bei der Vergütung von Mitarbeitern und Führungspositionen am Erreichen von Nachhaltigkeitszielen und der langfristigen Wertschöpfung?
 - 2. Liegt ein Vergütungssystem vor, in dem Nachhaltigkeitsziele bereits integriert sind?
- 3. Möglichkeit zur Weiterentwicklung und Fortbildung von Mitarbeitern
 - 1. Fortbildung zum Thema Nachhaltigkeit
 - 1. Inwiefern fördern Sie betriebliche Aus- und Weiterbildungen? Inwiefern werden Weiterbildungsmöglichkeiten zum Thema Nachhaltigkeit angeboten?
- 4. Ausschluss möglicher Kooperationen mit autoritären Regierungen
 - 1. Arbeiten Sie mit Produktionsstandorten zusammen, die sich innerhalb autoritärer Regierungen befinden?
- 5. Corporate Giving: Spenden und Sponsoring für soziale, kulturelle und ökologische Projekte
 - 1. Welche sozialen, kulturellen und ökologischen Projekte fördern Sie?
- 6. Corporate Volunteering: Freistellung der Mitarbeiter für freiwilliges Engagement
 - 1. Wie ist die Freistellung für gesellschaftliches Engagement geregelt?
 - 2. Inwiefern können Mitarbeiter ihre eigenen Ideen umsetzen?
- 7. Diverse Zusammensetzung von unabhängigen Führungsorganen (zB: Aufsichtsrat mit unterschiedlichen Fähigkeiten, Hintergründen und Erfahrungen der Mitglieder)
 - 1. Wird die Einhaltung der Ziele durch ein Gremium kontrolliert, und wenn ja, wie?
- 8. Transparente Kommunikation mit Stakeholdern und externen Experten

- 1. Inwiefern herrscht eine transparente Kommunikation zwischen Stakeholdern und externen Experten?
- 9. Konkrete Maßnahmen zur Verhinderung von Korruption, Bestechung & Betrug
 - 1. Haben Sie Antikorruptionsrichtlinien?
 - 1. Wenn ja, wie überprüfen Sie deren Einhaltung?
 - 2. Wer ist in Ihrem Unternehmen hierfür zuständig?
 - 2. Wie sensibilisieren Sie Ihre Mitarbeiter dafür?
- 10. Ermöglichung von Whistleblowing
 - 1. Inwiefern ermöglichen Sie ihren Mitarbeitern Whistleblowing?

Environment & Social (E u S):

- 1. Verbot von Zwangsarbeit
 - 1. Wie stellen Sie sicher, dass ein Verbot von Zwangsarbeit auch entlang der Lieferkette eingehalten wird?
- 2. Faire Behandlung und Bezahlung von Mitarbeitern entlang der Lieferkette
 - 1. Inwiefern setzen Sie die deutschen Standards zum Arbeitsrecht im Ausland um?
 - 2. Welche Maßnahmen setzen Sie ein, um Ihren Zulieferern aus Ländern mit schwachen Schutzbestimmungen grundlegende Arbeitnehmerrechte zu gewährleisten?
- 3. Schadstoff Reduktion
 - 1. Welche Ziele haben Sie sich zur Schadstoffreduktion gesetzt?
- 4. Reduzierung des Energieverbrauchs
 - 1. Welche Reduktionsziele haben sie sich für Ihren Energieverbrauch gesetzt?
 - 2. Wie planen Sie diese Ziele zu erreichen?

Governance & Environment (G u E):

- 1. Zertifiziertes Energiemanagement für bessere Energieeffizienz
 - 1. Verfügen Sie über ein zertifiziertes Energiemanagementsystem um ihren Energieverbrauch zu optimieren?
- 2. Ganzheitliches Gebäudemanagement: ökologischer Umgang mit Materialien, Energie, Wasser & Luft
- 3. Beitrag zur Luftreinhaltung
 - 1. Inwiefern leisten Sie einen Beitrag zur Luftreinhaltung?
- 4. Umstellung auf nachhaltige Mobilität

Stellen Sie ihren Mitarbeitern ÖPNV Tickets zur Verfügung?

- 5. Logistik Optimierungen
 - 1. Inwiefern arbeiten Sie an der Optimierung Ihrer Logistik?
- 6. Niedrige Lebenszykluskosten
 - 1. Wie reduzieren Sie ihre Lebenszykluskosten?
- 7. Förderung der lokalen Umgebung
 - 1. Kooperieren Sie mit einer öffentlichen Institution in Ihrer Nähe? Wenn ja, wie sieht diese Kooperation aus?
- 8. Transparenz der Lieferkette

- 1. Inwiefern kennen Sie die jeweiligen sozialen und ökologischen Probleme, die sich innerhalb der Lieferkette abspielen?
- 2. Wie gehen sie diese Probleme an?
- 3. Inwiefern kommunizieren sie über diese Probleme mit Lieferanten und Geschäftspartnern?

9. Wertschöpfungskette

- 1. Wie sieht ihre Wertschöpfungskette aus?
- 2. Inwiefern sind Sie über die jeweiligen sozialen und ökologischen Probleme innerhalb der einzelnen Stufen der Wertschöpfungskette informiert?