



GRI content index

Statement of use	The European Centre for Vocational Training (Cedefop) has reported the information cited in this GRI content index for the period 1 January to 31 December 2024 with reference to the GRI Standards.
GRI 1 used	GRI 1: Foundation 2021

GRI STANDARD	DISCLOSURE	LOCATION
GRI 2: General Disclosures 2021	2-1 Organizational details	<ul style="list-style-type: none"> • Who we are
	2-2 Entities included in the organization’s sustainability reporting	<ul style="list-style-type: none"> • Consolidated Annual Activity Report (CAAR) 2024: II.3 Budgetary and Financial Management (p.28)
	2-3 Reporting period, frequency and contact point	<ul style="list-style-type: none"> • CAAR 2024: Executive summary (p.6)
	2-4 Restatements of information	<ul style="list-style-type: none"> • CAAR 2024: Executive summary (p.6)
	2-5 External assurance	<ul style="list-style-type: none"> • CAAR 2024: PART II b) External Evaluations (p.48) • ECA Annual report on EU agencies for the financial year 2023: 3.14. European Centre for the Development of Vocational Training (Cedefop) (p.152)
	2-6 Activities, value chain and other business relationships	<ul style="list-style-type: none"> • CAAR 2024: Implementation of the annual work programme - the year in brief (p.7)
	2-7 Employees	<ul style="list-style-type: none"> • CAAR 2024: II.5 Human Resources Management (p.34) • CAAR 2024: Annex IV: Establishment plan and additional information on Human Resources management (p.58) • CAAR 2024: Annex V: Human and financial resources by activity (p. 61)
	2-8 Workers who are not employees	<ul style="list-style-type: none"> • CAAR 2024: II.5 Human Resources Management (p.34) • CAAR 2024: Annex IV: Establishment plan and additional information on Human Resources management (p.58) • CAAR 2024: Annex V: Human and financial resources by activity (p.61) • Annual List of Contractors 2024

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		<ul style="list-style-type: none"> Additional comment: Confidentiality constraints, Information on workers who are not employees is subject to Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of individuals with regard to the processing of personal data by the EU institutions, bodies, offices and agencies and on the free movement of such data
	2-9 Governance structure and composition	<ul style="list-style-type: none"> CAAR 2024: Annex III: Organisational chart (p.57)
	2-10 Nomination and selection of the highest governance body	<ul style="list-style-type: none"> Management Board members Regulation (EU) 2019/128 of the European Parliament and of the Council of 16 January 2019 establishing a European Centre for the Development of Vocational Training (Cedefop) and repealing Council Regulation (EEC) No 337/75: Sections 1,2
	2-11 Chair of the highest governance body	<ul style="list-style-type: none"> Management Board members Regulation (EU) 2019/128 of the European Parliament and of the Council of 16 January 2019 establishing a European Centre for the Development of Vocational Training (Cedefop) and repealing Council Regulation (EEC) No 337/75: Sections 1,3
	2-12 Role of the highest governance body in overseeing the management of impacts	<ul style="list-style-type: none"> CAAR 2024: II.1 Management Board (p.24) CAAR 2024: II.11 Assessment by Management (p.44)
	2-13 Delegation of responsibility for managing impacts	<ul style="list-style-type: none"> CAAR 2024: II.1 Management Board (p.24) CAAR 2024: II.11 Assessment by Management (p.44) Additional comment: administrative delegations of powers are not published
	2-14 Role of the highest governance body in sustainability reporting	<ul style="list-style-type: none"> CAAR 2024: II.1 Management Board (p.24) CAAR 2024: II.11 Assessment by Management (p.44)
	2-15 Conflicts of interest	<ul style="list-style-type: none"> CAAR 2024: II.1 Management Board (p.24) CAAR 2024: II.11 Assessment by Management (p.44)
	2-16 Communication of critical concerns	<ul style="list-style-type: none"> CAAR 2024: II.1 Management Board (p.24) CAAR 2024: II.11 Assessment by Management (p.44)
	2-17 Collective knowledge of the highest governance body	<ul style="list-style-type: none"> CAAR 2024: II.1 Management Board (p.24) CAAR 2024: II.11 Assessment by Management (p.44)

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	2-18 Evaluation of the performance of the highest governance body	<ul style="list-style-type: none"> • CAAR 2024: II.1 Management Board (p.24) • CAAR 2024: II.11 Assessment by Management (p.44)
	2-19 Remuneration policies	<ul style="list-style-type: none"> • Staff Regulations of officials of the EU: Title V. Chapter 1: Section 1: Remuneration, Articles 62-70
	2-20 Process to determine remuneration	<ul style="list-style-type: none"> • Staff Regulations of officials of the EU: Title V. Chapter 1: Section 1: Remuneration, Articles 62-71
	2-21 Annual total compensation ratio	<ul style="list-style-type: none"> • Regulation No 2023/1544 - annual update 2023 of remunerations and pensions
	2-22 Statement on sustainable development strategy	<ul style="list-style-type: none"> • CAAR 2024: II.10 Environment Management: Climate neutrality strategy and roadmap 2030 (p.43) • CAAR 2024: Annex V: Environment management (p.62)
	2-23 Policy commitments	<ul style="list-style-type: none"> • Political Guidelines for the Next European Commission 2014-2029
	2-24 Embedding policy commitments	<ul style="list-style-type: none"> • CAAR 2024: PART I Policy achievements of the year (p.12)
	2-25 Processes to remediate negative impacts	<ul style="list-style-type: none"> • Appeals procedure as per SR Article 90(2) • The European Ombudsman
	2-26 Mechanisms for seeking advice and raising concerns	<ul style="list-style-type: none"> • Appeals procedure as per SR Article 90(2) • Contact us • Public access to documents
	2-27 Compliance with laws and regulations	<ul style="list-style-type: none"> • CAAR 2024: III.1 Effectiveness of the Internal Control systems (p.49) • CAAR 2024: II.7.3 European Court of Auditors (ECA) (p.40)
	2-28 Membership associations	<ul style="list-style-type: none"> • Networks • EUAN
	2-29 Approach to stakeholder engagement	<ul style="list-style-type: none"> • CAAR 2024: Implementation of the annual Work Programme – the year in brief (p.7)
	2-30 Collective bargaining agreements	<ul style="list-style-type: none"> • Staff Regulations of officials of the EU
GRI 3: Material Topics 2021	3-1 Process to determine material topics	<ul style="list-style-type: none"> • Have your say until 25 May 2023: public consultation on EU Agencies: EUROFOUND, CEDEFOP, ETF and EU OSHA • EU agencies Eurofound, Cedefop, ETF and EU-OSHA – 2024 evaluation
	3-2 List of material topics	<ul style="list-style-type: none"> • CAAR 2024: PART I Policy achievements of the year (p.12)

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	3-3 Management of material topics	<ul style="list-style-type: none"> • CAAR 2024: PART I Policy achievements of the year (p.12)
GRI 201: Economic Performance 2016	201-3 Defined benefit plan obligations and other retirement plans	<ul style="list-style-type: none"> • Staff Regulations of officials of the EU: Title III. Chapter 4: Section 5: Retirement, Articles 52-53
	201-4 Financial assistance received from government	<ul style="list-style-type: none"> • Statement of revenue and expenditure for the 2024 financial year – European Centre for the Development of Vocational Training (Cedefop) C/2025/832
GRI 203: Indirect Economic Impacts 2016	203-2 Significant indirect economic impacts	<ul style="list-style-type: none"> • CAAR 2024: II.3 Budgetary and Financial management (p.28)
GRI 204: Procurement Practices 2016	204-1 Proportion of spending on local suppliers	<ul style="list-style-type: none"> • Annual List of Contractors 2024
GRI 205: Anti-corruption 2016	205-1 Operations assessed for risks related to corruption	<ul style="list-style-type: none"> • CAAR 2024: II.9 Follow-up of observations from the Discharge Authority, Internal control No 20 (p.42) • Cedefop Anti-fraud strategy 2024-2026
	205-2 Communication and training about anti-corruption policies and procedures	<ul style="list-style-type: none"> • CAAR 2024: II.7.2 Other sources of assurance (p.39) • Cedefop Anti-fraud strategy 2024-2026
	205-3 Confirmed incidents of corruption and actions taken	<ul style="list-style-type: none"> • CAAR 2024: II.8b Follow up of recommendations issued following investigations by the European Anti-Fraud Office (OLAF), Internal control – no. 20 (p.42) • CAAR 2024: II.7.3 European Court of Auditors (ECA) (p.40) • Annual report on EU agencies for the financial year 2023, European Court of Auditors (p.152)
GRI 302: Energy 2016	302-1 Energy consumption within the organization	<ul style="list-style-type: none"> • CAAR 2024: Annex VI: Environmental management (p.62) • Cedefop Environmental Statement 2023
	302-3 Energy intensity	<ul style="list-style-type: none"> • Cedefop Environmental Statement 2023
	302-4 Reduction of energy consumption	<ul style="list-style-type: none"> • CAAR 2024: Annex VI: Environmental management (p.62) • Cedefop Environmental Statement 2023
GRI 303: Water and Effluents 2018	303-5 Water consumption	<ul style="list-style-type: none"> • CAAR 2024: Annex VI: Environmental management (p.62) • Cedefop Environmental Statement 2023
GRI 304: Biodiversity 2016	304-1 Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas	<ul style="list-style-type: none"> • Cedefop Environmental Statement 2023

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	304-2 Significant impacts of activities, products and services on biodiversity	<ul style="list-style-type: none"> • Cedefop Environmental Statement 2023
GRI 305: Emissions 2016	305-1 Direct (Scope 1) GHG emissions	<ul style="list-style-type: none"> • CAAR 2024: Annex VI: Environmental management (p.62) • Cedefop Environmental Statement 2023
	305-2 Energy indirect (Scope 2) GHG emissions	<ul style="list-style-type: none"> • CAAR 2024: Annex V: Environmental management (p.65) • Cedefop Environmental Statement 2023
	305-3 Other indirect (Scope 3) GHG emissions	<ul style="list-style-type: none"> • CAAR 2024: Annex V: Environmental management (p.65) • Cedefop Environmental Statement 2023
	305-4 GHG emissions intensity	<ul style="list-style-type: none"> • Cedefop Environmental Statement 2023
	305-5 Reduction of GHG emissions	<ul style="list-style-type: none"> • CAAR 2024: Annex V: Environmental management (p.65) • Cedefop Environmental Statement 2023
	305-7 Nitrogen oxides (NOx), sulfur oxides (SOx), and other significant air emissions	<ul style="list-style-type: none"> • Cedefop Environmental Statement 2023
GRI 306: Waste 2020	306-2 Management of significant waste-related impacts	<ul style="list-style-type: none"> • Cedefop Environmental Statement 2023
	306-3 Waste generated	<ul style="list-style-type: none"> • CAAR 2024: Annex V: Environmental management (p.65) • Cedefop Environmental Statement 2023
GRI 308: Supplier Environmental Assessment 2016	308-1 New suppliers that were screened using environmental criteria	<ul style="list-style-type: none"> • Directive 2014/24/EU: Annex X
GRI 401: Employment 2016	401-1 New employee hires and employee turnover	<ul style="list-style-type: none"> • CAAR 2024: Annex IV: Establishment plan and additional information on Human Resources management (p.58) • Additional comment: Information unavailable by age group for new hires or by age group, gender & nationality for turnover. Subject to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the EU institutions & bodies
	401-2 Benefits provided to full-time employees that are not provided to temporary or part-time employees	<ul style="list-style-type: none"> • Staff regulations of officials of EU
	401-3 Parental leave	<ul style="list-style-type: none"> • Staff Regulations of officials of the EU: Title III, Chapter 2, Section 6: Parental or Family Leave: article 42(a)

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GRI 402: Labor/Management Relations 2016	402-1 Minimum notice periods regarding operational changes	<ul style="list-style-type: none"> • Staff Regulations of officials of the EU: Title I. General provisions, Article 9
GRI 403: Occupational Health and Safety 2018	403-1 Occupational health and safety management system	<ul style="list-style-type: none"> • CAAR 2024: II.5 Human Resources Management (p.34) • Additional comment: Cedefop has a joint Health and Well-being Committee
	403-3 Occupational health services	<ul style="list-style-type: none"> • Ex-ante Publicity Notice for the provision of services of a Medical Officer for Cedefop • Additional comment: the on-site Medical Officer provides preventive & occupational health services (pre-recruitment examinations, annual medical check-ups, information about relevant health issues) Cedefop also provides an employee assistance programme which is 24/7 access to psychological counselling on work or personal issues
	403-4 Worker participation, consultation, and communication on occupational health and safety	<ul style="list-style-type: none"> • CAAR 2024: II.5 Human Resources Management (p.34)
	403-5 Worker training on occupational health and safety	<ul style="list-style-type: none"> • CAAR 2024: II.5 Human Resources Management (p.34) • Additional comment: Cedefop offers to staff training on First-aid leading to certification
	403-6 Promotion of worker health	<ul style="list-style-type: none"> • CAAR 2024: II.5 Human Resources Management (p.34)
GRI 404: Training and Education 2016	404-1 Average hours of training per year per employee	<ul style="list-style-type: none"> • CAAR 2024: II.5 Human Resources Management (p.34) • CAAR 2024: Annex IV: Establishment plan and additional information on Human Resources management (p.58)
	404-2 Programs for upgrading employee skills and transition assistance programs	<ul style="list-style-type: none"> • CAAR 2024: II.5 Human Resources Management (p.34)
	404-3 Percentage of employees receiving regular performance and career development reviews	<ul style="list-style-type: none"> • Staff Regulations of officials of the EU: Title III, Chapter 3, Reports, advancement to a higher step and promotion: articles 43 and 44
GRI 405: Diversity and Equal Opportunity 2016	405-1 Diversity of governance bodies and employees	<ul style="list-style-type: none"> • CAAR 2024: Annex III: Organisational chart (p.57) • CAAR 2024: Annex IV: Establishment plan and additional information on Human Resources management (p.58) • Cedefop equal opportunities and diversity policy

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	405-2 Ratio of basic salary and remuneration of women to men	<ul style="list-style-type: none"> • Regulation NO 2016/C 466/07 - An overview of the basic salary and allowances • Additional comment: an official who is duly appointed is entitled to the remuneration carried by his or her grade and step, not by gender, as defined in the Staff Regulations
GRI 406: Non-discrimination 2016	406-1 Incidents of discrimination and corrective actions taken	<ul style="list-style-type: none"> • Staff Regulations of officials of the EU: Title I: General provisions, article 1d, 12a, 24
GRI 413: Local Communities 2016	413-1 Operations with local community engagement, impact assessments, and development programs	<ul style="list-style-type: none"> • Cedefop Video award Ceremony 2024 • Additional comment: Cedefop hosts visits from local schools and universities
GRI 414: Supplier Social Assessment 2016	414-1 New suppliers that were screened using social criteria	<ul style="list-style-type: none"> • Directive 2014/24/EU, Annex X • Additional comment: all new suppliers are screened for compliance to statutory obligations regarding tax and social contributions and minimum wage.