# Sustainability Report 2016





# **Our Commitment**

Sustainability helps guide us to make the right decisions for our customers, employees, suppliers, shareholders, and the communities. We want to manage our business sustainably to position METTLER TOLEDO for long-term growth.

#### **Our Sustainability Goal**

Our goal is to reduce our carbon footprint by the end of 2020 by 20 percent (relative  $CO_2$  emissions per net sales compared to 2010) and at the same time realize financial benefits.

#### **GreenMT Focus Areas**

Our GreenMT program is designed to help save energy and resources. We do this in four key areas:

Desig	n for Environment	
Provide	design guidelines to reduce energy usage, materials, and product waste across the full product life cycle	

Fleet N	Management	
Reduce	our fuel consumption by managing our sales and service fleet	

## Energy Efficiency

Reduce

energy usage at our sites while minimizing environmental impacts



## Resource Management

Reduce

environmental impact of our resource consumption especially related to cooling and packaging



#### Our values are lived everyday.

Sustainability helps guide us to make the right decisions for our customers, employees, suppliers, shareholders, and the communities in which we operate our business.

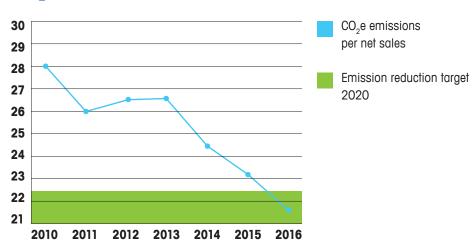
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We want to manage our business sustainably to position METTLER TOLEDO for long-term growth. Our employees play a key role in helping us achieve these targets.

# One Team. Global Reach. Amazing Solutions.

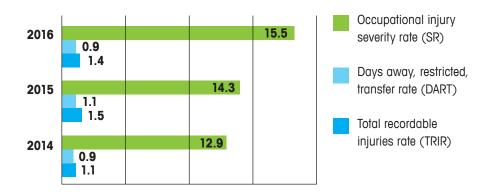
# **Progress at a Glance**

Our teams are delivering real savings both in energy and resource usage through our GreenMT projects. Since last year, we had 115 projects that contributed to our overall 2,400 megawatt hours of energy saved and 1,000 tons reduction in  $CO_2$  emissions. Here is a snapshot of our progress in 2016.

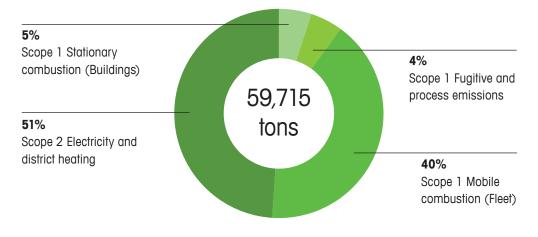


## CO<sub>2</sub>e Emissions Intensity

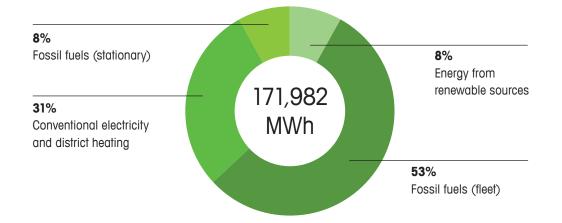
## Health and Safety Performance



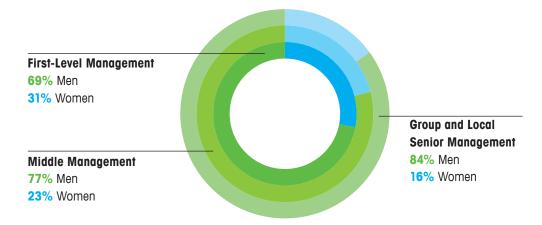
## CO<sub>2</sub>e Emissions 2016



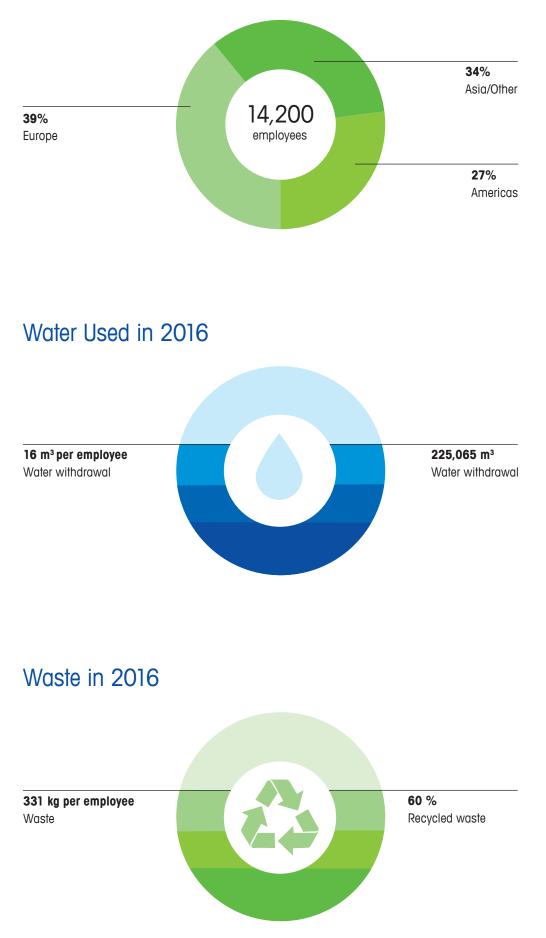
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Olivier A. Filliol President and Chief Executive Officer

#### Dear Stakeholders,

Sustainability touches all aspects of our business, from designing and producing our products, to selling and delivering them to our customers, to handling them at the end of their lifecycle. Sustainability helps guide us to make the right decisions for our customers, employees, suppliers, shareholders, and the communities in which we operate our business. We want to manage our business sustainably to position METTLER TOLEDO for long-term growth.

Our GreenMT program is designed to help save energy and resources. We do this in four key areas: (1) by developing products using our Design for Environment criteria that allow us and our customers to reduce energy usage, material, and product waste, (2) through energy efficiency projects to reduce energy usage at our sites, (3) in managing our sales and service fleets to reduce our fuel consumption, and (4) by reducing the environmental impact of our resource consumption, especially in processes related to cooling and packaging.

This report measures progress and highlights accomplishments since our last report in 2016. We have followed the Global Reporting Initiative G4 guidelines, with a focus on topics that are material to us. Our goal is to reduce our carbon footprint by the end of 2020 by 20 percent (relative  $CO_2$  emissions per net sales compared with 2010) and at the same time realize financial benefits.

Sincerely,

Olivier Filliol

Oliver A. Filliol President and Chief Executive Officer

June 2017

## **Our Company**

Mettler-Toledo International Inc. was founded through a merger in 1989 between the Toledo Scale Corporation (a U.S. company founded in 1901) and Mettler Instrumente AG (a Swiss company founded in 1945). We are a Delaware corporation and became a publicly traded company with our initial public offering in 1997. Shares of METTLER TOLEDO are listed on the New York Stock Exchange as MTD (NYSE: MTD). <sup>G4-3, G4-7</sup>

Our products and services are sold in more than 140 countries around the world. We are present with our own sales or manufacturing locations in approximately 40 countries. We have principal facilities in China, England, France, Germany, India, Switzerland, and the United States. Our executive offices are located in Columbus, Ohio and in Greifensee, Switzerland. A list of our subsidiaries can be found in our 10-K filing, Exhibit 21 – Subsidiaries. <sup>64-5, 64-6, 64-8</sup>

Our business is geographically diversified, with net sales in 2016 derived 32 percent from Europe, 39 percent from the Americas, and 29 percent from Asia and other countries. Our customer base is also diversified by industry and by individual customer, with no one customer accounting for more than one percent of our 2016 net sales. <sup>G4-8, G4-9</sup>

There were no significant changes to our ownership, structure, or size in the period covered by this report. <sup>G4-13</sup>

#### **Economic Performance**

In 2016, our global operations achieved year-over-year net sales growth of seven percent in local currencies and generated \$2.5 billion in revenues. Our net earnings were \$384 million in 2016. Further information about sales, capitalization, and changes in shareholders' equity can be found in our Annual Report 2016. <sup>64-9, 64-EC1</sup>

The majority of our business comes from developed countries. However, a significant percentage of our sales come from emerging markets. We expect to continue to grow our markets through our strong global leadership positions, robust product offering, investment in these markets, and our global sales and marketing programs. <sup>G4-8</sup>

As a global leader in precision instruments, we also have an indirect economic impact through jobs created and development of skills and knowledge among the professional community. <sup>G4-EC8</sup>

#### **Carbon Footprint**

We are taking steps to actively manage greenhouse gas emissions that come from energy usage in our facilities and from the vehicle fleets we operate. We are committed to increasing energy efficiency in ways that reduce costs and minimize environmental impacts. As part of this commitment, we established a global energy monitoring program to help determine our global carbon footprint. <sup>G4-EN3, G4-EN6</sup>

Our goal is to reduce our carbon footprint by the end of 2020 by 20 percent (relative  $CO_2$  emissions per net sales compared with 2010) and at the same time realize financial benefits. From 2010 to 2016, we realized a reduction of our relative  $CO_2$  emissions from 28.0 tons to 21.6 tons  $CO_2$  e per million U.S. dollars net sales.

For this report, we have excluded the effect of currency fluctuation on net sales for all years and CO<sub>2</sub> emissions data for prior years has been restated due to minor corrections in our own data and updates in the emission factors for electricity published by GHG (Green House Gas Protocol). Detailed energy consumption and emissions data are shown in the following pages. G4-EN18, G4-EN19

#### **Energy Efficiency Programs**

We conducted energy efficiency assessments in our largest production sites in 2012 and 2013 and identified a number of improvement possibilities. Corporate Sustainability oversees progress on projects undertaken in the units, while local management retains ultimate responsibility. By the end of 2016, we completed 410 projects, which resulted in savings of more than 11,900 megawatt hours of energy or the equivalent of 5,300 tons of CO<sub>2</sub>. <sup>G4-EN6</sup>

In addition, the vehicle fleets for our sales and service personnel contribute significantly to our overall greenhouse gas emissions. We therefore seek to control and optimize our fleets by procuring efficient vehicles and implementing efficiency-raising fleet management practices. G4-EN6, G4-EN7

Our units are encouraged to purchase and use low-emission vehicles, taking into account the vehicle's lifecycle costs and ability to support our operations and services. We ask unit fleet managers to set locally defined maximum limits for CO<sub>2</sub> emissions per kilometer traveled, with reference to the European Union's Cars Regulation of 124 grams per kilometer in 2016. We also encourage units to use alternative engine types (i.e., natural gas, hybrid, electric), especially in urban environments. In addition to appropriate vehicle selection as described above, we have implemented fuel efficiency measures including eliminating unnecessary travel and transportation, encouraging fuel-saving driving and routing, well-adapted loading, and proper vehicle maintenance. <sup>G4-EN19</sup>

We are evaluating further opportunities in sourcing energy, materials, components, and logistics and in using and recycling our products. Delivering these efficiency measures will help us in reducing our relative carbon footprint. <sup>G4-EN19</sup>

#### **Environmental Management**

METTLER TOLEDO is committed to doing business in an environmentally responsible manner that minimizes adverse impacts on the environment. We operate our business in substantial compliance with applicable environmental laws and regulations. We strive to reduce consumption of natural resources and reduce our emissions. We have established continuous improvement programs through certified ISO 14001 environmental management systems in all our key facilities. During the reporting period, no significant fines or nonmonetary sanctions were levied against the company for noncompliance with environmental laws or regulations. <sup>G4-EN29</sup>

Our impact remains relatively low with regard to water, waste, and other emissions. Specifically, the volume and impact of water withdrawn and discharged, hazardous and nonhazardous waste disposed, and additional air emissions emitted are relatively low. Furthermore, no significant spills were reported. <sup>G4-EN8, G4-EN24</sup>

CO <sub>2</sub> e Emissions <sup>G4-EN15, G4-EN16</sup>		2010	2014	2015	2016
Scope 1 Stationary Combustion (Buildings)	tons	2,780	3,010	2,920	2,903
Scope 1 Fugitive and Process Emissions	tons	1,607	2,633	3,054	2,364
Scope 1 Mobile combustion (Fleet)	tons	24,175	25,335	24,567	24,031
Scope 2 Electricity and District Heating	tons	28,804	29,640	29,133	30,417
Total CO <sub>2</sub> e Emissions	tons	57,366	60,618	59,673	59,715

CO <sub>2</sub> e Emissions Reduction Target and Data Corrections <sup>64-22, 64- EN18</sup>		2010	2014	2015	2016
Data Corrections vs. Previous Report	tons	-73	-572	-282	-
CO <sub>2</sub> e per Net Sales (at 2013 rates)	tons per \$1 million	28.0	24.2	23.1	21.6

Other Emissions G4-EN15, G4-EN20		2014	2015	2016
Refrigerants (including ozone-depleting substances)	kg	1,270	1,460	1,122
Refrigerants' Ozone Depletion Potential	kg CFC-11e	52	62	50
Refrigerants' Global Warming Potential	tons CO <sub>2</sub> e	2,487	2,930	2,236

Energy (MWh) G4-EN3			2014	2015	2016
Scope 1	Stationary	Heating Oil	77	379	95
	Combustion	Natural Gas	14,543	13,844	14,128
		Other Fuels	184	56	62
	Mobile Combustion	Diesel	54,340	53,461	54,858
		Gasoline	41,903	39,990	36,796
		LPG and CNG	1,040	812	206
	Total Scope 1	Consumption	112,087	108,542	106,270
Scope 2	Electricity	Consumption	61,297	60,285	61,602
		Portion from Green Energy	607	10,985	10,310
	District Heating	Consumption	3,037	3,626	4,118
		Portion from Renew- able Sources	2,363	2,499	2,810
	Total Scope 2	Consumption	64,334	63,912	65,720
Total	Scope 1 & Scope 2	Consumption	176,422	172,453	171,990

Water, Effluents, and Was	te <sup>G4-EN8, G4-EN22, G4-EN23</sup>		2014	2015	2016
Water	Water Withdrawal	m <sup>3</sup>	237,766	229,680	225,065
	Water Discharge	m <sup>3</sup>	180,538	184,961	182,398
Waste	Hazardous Waste	tons	222	228	232
	Nonhazardous Waste	tons	4,687	3,859	4,462
	Portion to Recycling	percentage	67	63	60

#### Impacts from Logistics and Travel

Logistics is important for us because of the global locations of our operations and sales and service organizations. We have key manufacturing facilities located in China, Europe, and the United States. We also purchase most of our raw materials, components, and supplies from multiple suppliers around the globe. Integrated logistics processes along the entire value chain require us to work closely with customers and therefore represent an important link to our customers.

For many of our employees, business travel is a necessity due to the global reach of our organization. We encourage our employees to use alternative means such as web-based conferencing and other technical equipment to minimize travel wherever possible. We do not currently have consolidated data to report on specific integrated logistics processes or business travel improvements. <sup>G4-EN17, G4-EN30</sup>

#### Supply Chain

We generally manufacture critical components in-house, which are components that contain proprietary technology. When outside manufacturing is more efficient, we contract with other manufacturers for certain nonproprietary components. We use a wide range of suppliers and our supply chain is complex and globally diversified. We believe our supply arrangements are adequate and that there are no material constraints on the sources and availability of materials. From time to time, we may rely on a single supplier for all of our requirements of a particular component. We continue to implement global procurement and supply chain management programs. Our supply chain is globally oriented with an emphasis on low-cost country sourcing and manufacturing. This is not only for cost leadership but also for proximity to important customer markets. With our regional logistics and final-assembly hub strategy, we position ourselves to better serve our customers and reduce the overall CO<sub>2</sub> emissions of our distribution network. <sup>64-12</sup>

#### Sustainability in the Value Chain

All our suppliers and other business partners in the value chain are subject to our Business Partner Code of Conduct and are encouraged to work with their own business partners to ensure that they also strive to meet the principles of the Code or equivalent principles. The Code sets out standards of business conduct and business practices that we expect our business partners to comply with. The Business Partner Code of Conduct is an integral part of our terms and conditions.

See www.mt.com/businesspartner for more information.

We seek to further integrate ethical conduct, environmental protection, and health and safety, as well as labor and human rights, into our global supply chain management to manage risk associated with those sustainability impacts of our supply chain. We continue to build on the tools and processes we have in place for supplier segmentation, such as requests for information, supplier auditing, and specific supply agreements. Our supply chain sustainability efforts are driven by an internal cross-functional team and overseen by the Head of Global Procurement. <sup>G4-HR11, G4-EN33, G4-LA15, G4-S010</sup>

#### **Conflict Minerals**

Our sourcing activities include due diligence to determine the source of minerals that are used in our products. We engage with suppliers to perform reasonable, risk-based due diligence to check the origin of potential conflict minerals present in METTLER TOLEDO products. Our conflict minerals reporting is available in our Form SD reporting furnished to the SEC. <sup>G4-HR11</sup>

#### Shareholders' Participation Rights and Stakeholders' Consultation

We have an active Investor Relations function, keeping a close relationship with our shareholders. Any appropriate concerns reported to Investor Relations are reported to the General Counsel and the Board.<sup>64-37</sup>

METTLER TOLEDO also engages with its shareholders through the annual shareholders meeting. This provides shareholders with an opportunity to vote on the proposals and any other business properly brought before the meeting. Each share of common stock outstanding is entitled to one vote. Interested parties, including employees and shareholders, may contact the Presiding Director individually, the Board of Directors, or the non-management directors as a group via regular mail to Mettler-Toledo International Inc., Attention: Presiding Director, or via e-mail to PresidingDirector@mt.com. <sup>64-37, 64-49</sup>

The annual meeting is generally held in New York. A quorum is required to hold the meeting, which is a majority of our outstanding shares of common stock as of the record date. Voting can take place by attending the meeting in person or by proxy via telephone or internet voting. <sup>64-26</sup>

#### Role in Evaluating Economic, Environmental, and Social Reporting and Performance

The CEO is actively involved in economic, environmental, and social topics. An executive officer and Group Management Committee member oversees the GreenMT program, which is led by the Head of Corporate Sustainability. The Head of Human Resources bears the main responsibility for all social aspects. With responsibility for all strategies, policies, and goals related to economic, environmental, and social impacts, the Group Management Committee and the CEO review and approve any aspects identified as material. <sup>G4-34, G4-35, G4-36, G4-42, G4-48</sup>

Issues of concern may be reported to the Presiding Director individually, the Board of Directors, or the non-management directors as a group via Investor Relations and via the communication channels mentioned above. There have been no reports of critical concerns to the Board of Directors during the reporting period, and we have not received any grievances about environmental impacts through our various reporting channels. 64-49, 64-50, 64-EN34

## **Our Solutions**

We manufacture a wide variety of precision laboratory instruments, including laboratory balances, pipettes, titrators, thermal analysis systems, and other analytical instruments. We shorten time-to-market for our customers by accelerating the process of research and development through integration, automation, and sophisticated software solutions. We sell our products under various brand names, including principally METTLER TOLEDO and OHAUS. <sup>G4-4</sup>

Our process analytics products provide liquid analytical measurement solutions to control production processes in chemical, pharmaceutical, food and beverage, semiconductor, and power industries. These technologies enable reliable and accurate measurement of pH, dissolved oxygen, conductivity/resistivity, turbidity, CO<sub>2</sub>, dissolved ozone, and flow rates in a variety of process and manufacturing scenarios. We are also a leading supplier of in-line checkweighing, metal detection, and x-ray inspection solutions, providing contaminant detection and product integrity capabilities, as well as high-speed vision inspection solutions for the food, beverage, pharmaceutical, packaging, personal care, and household chemical industries.

In addition to our wide variety of industrial weighing instruments, we offer related terminals and dedicated software solutions for the pharmaceutical, chemical, food, and other industries. We supply automatic identification and data capture solutions, which integrate in-motion weighing, dimensioning, and identification technologies for transport, shipping, and logistics customers. We also offer heavy industrial scales and related software.

Supermarkets, hypermarkets, and other food retail businesses make use of multiple weighing and food labeling solutions for handling fresh goods, such as meats, vegetables, fruits, and cheeses. We offer stand-alone scales for basic counter weighing and pricing, price finding, and printing. In addition, we offer networked scales, which integrate back office, counter, self-service, and checkout functions. <sup>64-4, 64-8</sup>

#### **Design for Environment**

Our products are typically very durable and have a long lifetime. Their electricity consumption is comparably low: from milliwatts for sensors to several hundred watts for our larger product inspection devices. We are aware, however, that the manner in which our products and services are produced and ultimately used by our customers still has an impact on the environment. Thus we regularly seek ways to reduce the environmental impact of our products and services.

We have integrated lifecycle thinking into our product development and design processes through our Design for Environment program. This program provides guidelines for new product development and redesign efforts. We target the full product lifecycle by holistically optimizing the use of materials and energy in manufacturing, reducing energy and resources during use, and mitigating impacts at the end of life. <sup>G4-EN27</sup>

The following are the major criteria we consider in our Design for Environment process:

- Lower energy consumption in comparison to predecessor products and other products on the market.
- Less material and fewer resources used for the product, for manufacturing, for shipping, or for servicing.
- Resource efficiency for our customers, such as enabling them to use less material or create less waste.
- End-of-life optimization, such as take-back, refurbishing, and defined recycling.

We believe that Design for Environment will improve our sustainability performance and create additional value and benefits for us and our customers. Responsibility for Design for Environment lies with the individual business units' product management. The program is overseen by the Head of Corporate Sustainability and the Global Head of Product Lifecycle Management.

#### **Producer Responsibility**

We seek to reduce the environmental impact of our products at the end of their lifecycle. For example, we provide technical information to our customers about proper recycling and disposal. In addition, we offer to take back products in select markets. With our Old Product Replacement Initiative, we seek to replace products that have been in service for many years, allowing customers to upgrade to new, more energy efficient models with enhanced features. In the European Union, our products are covered by the Waste Electric and Electronic Equipment (WEEE) regulation, and we joined national collection and recycling programs.<sup>64-EN28</sup>

In addition to product design, packaging is also an integral part of our design process. Proper packaging is crucial to ensure that our products arrive safely and in the best condition at our customers' locations around the world. We strive to reduce the impact of packaging, both with respect to the packaging itself and the transportation of our products. Currently, we do not have consolidated data to report about reclaimed products and packaging. <sup>G4-EN28</sup>

#### Supporting Customer's Sustainability Agenda

By offering value-added products and providing innovative solutions that often integrate various technologies, we enable our customers to enhance the productivity of their processes. We design our instruments to facilitate the processing and transfer of data into customers' management information systems. Our products contribute to our customers' ability to meet their own sustainability targets. By avoiding bad batches and measuring accurately, customers are able to save resources, reduce material waste, and improve efficiency. <sup>G4-EC8</sup>

Another indirect effect is enhancing skills and knowledge among professionals as an integrated part of our solutions offering. METTLER TOLEDO has developed Good Weighing Practice<sup>™</sup>, GWP<sup>®</sup>, for efficient lifecycle management of weighing systems. We also run competence programs for food safety and legal metrology, assisting our customers in becoming compliant and improving productivity while increasing product quality.

#### **Participation in Associations**

METTLER TOLEDO has a long-standing policy of not participating in or contributing to political campaigns, individuals, or groups, and does not take positions in public policy debates. <sup>G4-SO6</sup>

The Legal Metrology experts of METTLER TOLEDO, however, do participate as members of various industry associations, such as the U.S. Scale Manufacturers Association (SMA) and other national associations. Our technical experts also hold board memberships and working group leadership roles in for example the European Association of Manufacturers of Weighing Instruments (CECIP), the German VDMA Working Group for Balances (AWA), and the Swiss Weighing Association (SWV). Further experts cooperate in various national, regional, and international standardization bodies such as the U.S. National Conference on Weights and Measures (NCWM), the European Cooperation in Legal Metrology (WELMEC), the European Committee for Standardization (CEN/ CENELEC), and the International Organization of Legal Metrology (OIML), as well as regulatory bodies such as the technical committees of the European Commission. <sup>G4-16</sup>

#### Accurate Measuring Through GWP®, the Weighing Standard

GWP<sup>®</sup> is a global standard that can be applied to new or existing weighing equipment from any manufacturer in any industry and work place. METTLER TOLEDO developed GWP<sup>®</sup>, Good Weighing Practice<sup>™</sup>, as a standardized scientific methodology for secure selection, calibration, and operation of weighing equipment. GWP<sup>®</sup> ensures consistent accuracy of weighing processes and thus enables our customers to improve their own sustainability profile by helping them reduce waste occurring from out-of-specification results. Through appropriate equipment selection, correct installation, regular testing and maintenance, and finally, proper training of users, GWP<sup>®</sup> is a framework that minimizes waste, ensures reliability and reproducibility, and improves the overall quality of customers' weighing processes. <sup>G4-EC8, G4-EN27</sup> See www.mt.com/GWP for more information.

#### Food Safety and Hygienic Design

We are educating the professional community about how to improve food safety, quality, and operational efficiency. We offer trainings, webinars, guide books, and white papers to key industry players such as manufacturers, certification bodies, and auditors. Some key areas where we can add value to food manufacturers' processes include traceability, formulation, foreign body detection, vision inspection, hygienic production, and performance verification of measuring and manufacturing devices. <sup>G4-EC8, G4-EN27</sup>

See www.mt.com/food for more information.

#### **Product Compliance**

We are confident that our products enter the market in a responsible and safe manner. We comply with, or exceed, legal requirements with a global approach to product compliance. METTLER TOLEDO validates that its new products or product upgrades address relevant industry, regulatory, and safety standards within the technical solution concepts of our Design for Compliance approach. This includes weights and measures, hazardous area and standard electrical safety, chemicals and hazardous substances, and good manufacturing practice regulations. Consequently, there were no significant fines levied against METTLER TOLEDO for noncompliance with laws and regulations concerning the provision and use of products and services or for noncompliance with laws or regulations. Furthermore, we have not received substantiated complaints concerning breaches of customer privacy and are not aware of any leaks, thefts, or losses of customer data. <sup>G4-14, G4-PR8, G4-PR9, G4-SO8</sup>

For legal approvals required for some of our products, we follow a defined process with reviews, milestones, and management approvals. Legal Metrology experts of METTLER TOLEDO oversee this process and give guidance across the organization. We periodically interact with relevant authorities about the content and format of our product labeling. <sup>G4-PR3, G4-PR4</sup>

METTLER TOLEDO is committed to the highest level of product quality and safety. We seek to design, manufacture, and deliver products that are safe to use, conform to performance requirements, and comply with laws and regulatory standards. In the unlikely situation that a problem is detected after customer delivery, METTLER TOLEDO is committed to resolve the issue quickly, responsibly, and effectively. We have set clear definitions of responsibilities and accountabilities for such a case. There have been no significant incidents of noncompliance with regulations concerning the health and safety impacts of products and services within the reporting period. <sup>G4-14, G4-PR1, G4-PR2</sup>

Due to the nature of our products as precision instruments, we do not typically see our products being the subject of public debates or otherwise giving rise to questions and concerns. We do not manufacture harmful products. METTLER TOLEDO has an export controls and trade compliance program in place to ensure that we comply with restrictions relating to specific country export controls and economic sanctions programs, prohibited end users and end uses, and product classification. <sup>G4-PR6</sup>

Ethics and integrity are also guiding principles in how we market our products. There were no reported incidents or fines levied against METTLER TOLEDO for noncompliance with regulations and voluntary codes concerning marketing communications, advertising, promotion, or sponsorships. We have infrequent interactions with competitors regarding the content of advertising claims, where we or another party believes a statement is misleading or inaccurate.

## **Our Team**

In the past years, we increased our global workforce to approximately 14,200 employees worldwide, including 5,500 in Europe, 3,800 in the Americas, and 4,900 in Asia and other countries. We mainly rely on our own permanent workforce. Contractual and temporary employees make up approximately seven percent of our workforce. Almost all of our employees in the United States, Canada, and China are employed full-time. This is in line with industry practice in these regions. In Europe, we have a number of countries with a larger population of part-time employees (up to approximately 20 percent), in line with local practices. <sup>G4-9, G4-10, G4-LA1</sup>

Workforce by Region 2016 64-10		
Europe	5,500	39%
Americas	3,800	27%
Asia/Other	4,900	34%
Total	14,200	

Management Level and Gender 2016 G4-10, G4-LA12	Male	Female
Group and Local Senior Management	84%	16%
Middle Management	77%	23%
First-Level Management	69%	31%

While many of our employees live near where they work, METTLER TOLEDO does not have a policy of preferentially hiring employees from the local communities in which we operate. In general, we seek to hire and develop local management. There are only a few exceptions where senior management is nonlocal. Management and senior executives at METTLER TOLEDO are hired based on past career, experience, skills, and ability, and are preferentially, but not exclusively, hired from the local regions where we have operations. We are aware of the indirect economic impacts our company has on the communities where we operate, particularly in terms of the salaries we pay to our employees. Salary levels are driven by market and competitive conditions and are overseen by the Compensation Committee of the Board of Directors in the case of senior executive salaries, and by the Global Head of Human Resources in most other cases. In terms of size, we expect our locations in Switzerland, Ohio, and Changzhou could have a significant impact on the local job market. <sup>64-EC5, G4-EC6</sup>

#### **Training and Qualification Programs**

Our success can be attributed to a culture of training, innovation, and integrity. We ask much of our employees and in return support them in their professional development. METTLER TOLEDO places a major focus on training and development, across all levels and geographies. We recognize training and development as a key advantage to promote the engagement and productivity of our workforce.

We strive to provide easy access to learning resources for our global workforce through our global training portal, training catalog, and Learning Management System (LMS). Our eLearning is available 24 hours per day, seven days per week. Classroom trainings and centers are located in many of our locations around the globe.

We have built a comprehensive training portfolio over the past few years, serving employees at all levels of the company and in all functions. We regularly expand our portfolio in response to employee feedback, development plans, and company strategy. We have recently started to deploy a wide-ranging, value-selling program for all our sales functions across the company, and we continue to globally harmonize and expand our management development program.

To ensure the investment in our training activities materializes in a well-skilled and engaged workforce, we complement training with measures such as coaching by, and development planning with, the employee's direct manager; peer and learning groups that meet outside the training events; and simulation of real customer situations. Internal experts or senior leaders facilitate our in-person trainings.

We see middle management as an important group of employees who influence and shape our culture and the way our employees live up to our values. Every year some 60 of these leaders are trained in a nine-day METTLER TOLEDO Management Seminar. As of the end of 2016, more than 400 participants had completed this seminar. <sup>G4-LA9</sup>

We believe that trainings are not just a one-time event, but rather a lifelong process that a successful and responsible company provides in addition to supporting its employees with adequate working conditions, tools, infrastructure, and leadership. <sup>G4-LA10</sup>

We have a variety of apprenticeship programs for young adults as well as trainee programs for young graduates across the world. In the United States, for example, our Initial Career Experience (ICE) Program offers recent engineering, marketing, and finance graduates the opportunity to experience multiple assignments throughout the METTLER TOLEDO organization, customized and tailored to the graduate's specific skills and interests. This type of program builds loyalty among our employees and allows us to cross-train employees in a variety of disciplines. <sup>G4-LA10</sup>

#### **Performance Evaluations**

Our Global Performance Management process helps ensure alignment of individual development aspirations and our strategy implementation. We want our workforce to be competitive in a global environment. It is our goal that all our employees receive annual performance reviews, which include suggestions for continuous improvement and ongoing career development. To support this goal, we have implemented one globally structured process and harmonized workflows and timelines while considering local legislation and local needs. We use a harmonized set of competencies that are based on the METTLER TOLEDO Vision & Values, and a set of templates for performance reviews. <sup>G4-LA11</sup>

This enables managers to successfully lead their local teams in the context of an increasingly global METTLER TOLEDO organization and supports our "One Team" approach. Managers hold performance discussions with their employees that focus on SMART goals (specific, measurable, attainable, relevant, and time-bound objectives), our values, key competencies, and personal development.

#### **Diversity and Equal Opportunity**

We promote equal opportunity worldwide and value diversity in our teams in terms of business background, area of expertise, gender, and ethnicity. Management on all levels encourages female employees to take on more responsibilities and enter management positions. Overall, approximately 25 percent of management positions were held by females. We believe that local management is in the best position to identify the specific needs and opportunities of the diverse employees at their locations. <sup>G4-LA12</sup>

METTLER TOLEDO is also committed to providing a working environment that is free of unlawful discrimination and harassment. Abusive, harassing, or offensive conduct is unacceptable, including derogatory comments based on racial or ethnic characteristics and unwelcome sexual advances.

We have a comprehensive and globally valid Equal Employment and Opportunity (EEO) policy. METTLER TOLEDO is an equal opportunity employer and makes employment decisions on the basis of merit. We want to have the best available person in every job. Our policy prohibits unlawful discrimination based on race, color, creed, sex (including gender harassment, gender reassignment and discrimination based on family responsibility, pregnancy, childbirth or related conditions), sexual orientation, religion, marital status, civil partnership, age, national origin or ancestry, citizenship status, physical or mental disability, medical condition including genetic characteristics, veterans' status, gender identity or expression, religious or political belief, or any other consideration made unlawful by federal, state, or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics. <sup>G4-LA12, G4-LA13</sup>

To help us meet our goal of being an Equal Employment Opportunity employer, we have established an Open Door policy and a complaint resolution process within each of our business units. Our Human Resources Managers are appointed as Equal Opportunity Officers at their respective business units. In 2016, there were no reported incidents of discrimination to our Ombudsman that necessitated any action by management.<sup>G4-HR3</sup>

#### **Occupational Health and Safety**

METTLER TOLEDO places great emphasis on safety in the work place. Our accident rate is carefully watched in all units as part of every general manager's responsibility. Due to the nature of our business, our main focus areas are work places in factories and warehouses, as well as our field service. The predominant incidents are bruises and minor cuts from handling tools or sharp objects or concussions and strains from tripping while walking or using stairs. Severe accidents are seldom, reflected in our lost-day rate of 15.5 days per 200,000 working hours. We had no fatalities from occupational incidents in the reporting period.

Detailed accident rates are shown in the table below. We are not aware of any grievances regarding labor practices which necessitated group management attention. <sup>G4-LA6, G4-LA7, G4-LA16</sup>

Locally, programs for safety are in place in all relevant units. In addition, select locations have implemented a certified work safety management system. Our processes for monitoring occupational health and safety performance and for sharing best practices across units have continued to deliver improvements, especially in safety awareness on all levels and suggestions on better accident prevention. <sup>G4-LA6</sup>

Occupational Health and Safety G4-LA6	2014	2015	2016
Total Number of Employees	13,100	13,500	14,200
Total Hours Worked (in thousands)	23,541	24,276	24,308
Total Recordable Cases	134	178	165
Total Recordable Injuries Rate (TRIR)	1.1	1.5	1.4
Days-Away Cases (including restricted work and transfer)	105	129	113
Days-Away, Restricted, Transfer Rate (DART)	0.9	1.1	0.9
Occupational Injury Severity Rate (SR)	12.9	14.3	15.5
Occupational Fatalities	0	0	0

#### **Other Labor Aspects**

We respect our workers' rights to freedom of association, third-party consultation and collective bargaining where provided by law. With regard to labor management relations, collective bargaining agreements are not a major factor at METTLER TOLEDO. There are countries with workers' councils who represent employees' interests. Cooperation is overseen by the Human Resources department in collaboration with the regional, functional, and business management teams. <sup>64-11, 64-HR4</sup>

Due to the highly skilled workforce we employ, we are confident that our facilities are not at risk regarding child labor or forced labor. There have been no reported instances where this was an issue. We are also unaware of any such risks with our suppliers. However, we will remain vigilant about this issue and will continue to adhere to labor laws in the countries where we do business. <sup>G4-HR5, G4-HR6</sup>

In terms of compliance training on human rights, all managers at METTLER TOLEDO are required to undertake our mandatory compliance training annually. <sup>G4-HR2</sup>

Any grievances regarding labor-related issues are handled through the employee's line manager and escalated as needed until a satisfactory resolution is reached. There have been no substantiated complaints nor material complaints reported to any regulatory agency. There have been some instances of internally-reported employment-related complaints that were investigated and resolved. <sup>G4-LA16, G4-HR12</sup>

#### **Antibribery and Corruption**

METTLER TOLEDO operates its business in compliance with applicable antibribery and corruption laws. We have policies in place prohibiting any payment or acceptance of bribes or participation in other illegal inducements in business or government relationships. We expect the same from our suppliers, agents, distributors, and any other business partners we deal with. When dealing with third parties, we exercise due diligence in order to ensure this. This is detailed in our Code of Conduct and the Ethical, Social and Quality Standards and is overseen by the General Counsel, supported by the Compliance Director. <sup>G4-SO4</sup>

All of our operations are periodically formally assessed for corruption risk. We consider the risk of corruption mainly stems from operations in high-risk geographies, government interactions, and our use of third parties. We discipline employees for policy violations, but there have been no incidents of confirmed corruption. <sup>64-S03, 64-S05</sup>

We conduct regular in-person trainings at several locations throughout the year. We also have standardized processes for communicating our policies and expectations to business partners. Our Board oversees compliance generally, which includes emphasis on corruption. They are aware of our policies and procedures and receive regular updates. <sup>G4-S04</sup>

#### Anticompetitive Behavior

The General Counsel oversees our actions as they relate to anticompetitive behavior. As expressed in our Code of Conduct and the Ethical, Social, and Quality Standards, METTLER TOLEDO complies with the antitrust laws of the United States, the competition laws of the European Union, and similar laws adopted by other countries around the world. Employees may not participate in any agreement, understanding, or other activity that would violate any such law. There were no instances of violations or fines levied against our firm for anticompetitive behavior. <sup>64-S07</sup>

#### **Code of Conduct**

Our business is based upon reliability, accuracy, and reproducibility. This extends to how we engage with our employees and conduct our business. The rule of law is of the utmost importance in every region of the world where we operate. We also recognize that strong corporate governance and transparent reporting are key drivers of long-term sustainability. We have a variety of policies in place related to the above topics including our Antibribery Policy, Reporting of Fraudulent Activities, and Code of Conduct. At this time, we do not endorse or subscribe to any externally developed economic, environmental, or social charters or principles. See www.mt.com/governance for our policies and codes. <sup>G4-15</sup>

The METTLER TOLEDO Code of Conduct provides general guidance for resolving a variety of legal and ethical questions for all employees. Topics covered under the Code include: <sup>G4-56</sup>

- Employment Practices and Conflicts of Interest
- Environmental Compliance, Health, and Safety
- Antitrust, Fair Competition, and Insider Trading Policy
- Intellectual Property and Confidential Information
- Antibribery and Corruption

At METTLER TOLEDO, we have a strong commitment to conducting business in an ethical manner. Upon joining, all employees are informed about their ethical obligations, including information about our policies and procedures regarding discrimination and corruption in the work place and the expectation to treat one another with integrity and respect. All employees receive a Vision, Values & Integrity book that includes our Code of Conduct and anticorruption policy. <sup>G4-S04</sup>

#### **Governance Structure**

Our Corporate Governance Guidelines state that the Board of Directors should be composed of successful individuals who demonstrate integrity, reliability, knowledge of corporate affairs, a general understanding of our business, and an ability to work well together. Diversity in business background, area of expertise, gender, and ethnicity should be considered. Longer-term board succession is to be considered, taking into account the demographics of board members. <sup>G4-38, G4-40</sup>

The Board of Directors has nine members with very broad experience, coming from Asia, Europe, and the United States. Further information on the directors and composition of the board and its committees (including biographies) is provided in our proxy statement. See www.mt.com for more information. <sup>64-34, 64-38, 64-LA12</sup>

All directors are elected on an annual basis. The primary responsibility of the board is to represent and protect the interests of our shareholders. The board strives to foster the company's long-term success in a manner that is consistent with its obligations to shareholders. Board members are required to act in good faith in the best interests of the company and to disclose circumstances that may give rise to a conflict of interest. Potential conflicts of interest are disclosed to the stakeholders in our proxy statement. <sup>G4-41, G4-42</sup>

#### **Board Committees**

The board has three committees. Responsibilities of the Audit Committee include overseeing the accounting and financial reporting processes and audits of the financial statements. In addition, the Audit Committee assists the board in general compliance oversight, especially in issues relating to the quality or integrity of our financial statements, our compliance with legal or regulatory requirements, the performance and independence of the external auditors, or the performance of the internal audit function. <sup>64-34</sup>

The Compensation Committee reviews executive management compensation arrangements; monitors compensation arrangements so that we continue to retain, attract, and motivate quality executive management; and reviews our annual report on executive compensation (the Compensation Discussion and Analysis contained in our proxy statement). <sup>G4-51, G4-52</sup>

Responsibilities of the Nominating and Corporate Governance Committee include recommending director nominees for the next annual shareholder meeting, developing corporate governance guidelines, providing advice on board committee structure and membership, and leading the board in its annual review of the board's performance. There is no committee that has been delegated authority for economic, environmental, and social impacts, which are addressed by the full board. <sup>64-34, 64-35, 64-36</sup>

The composition of the Board of Directors is as follows: one board member is female; one board member is under the age of 50; four board members are European, four American, and one Asian. <sup>G4-LA12</sup>

#### **Independent Directors and Executive Officers**

Director independence is evaluated considering the following criteria: (i) independence under the rules of the New York Stock Exchange; and (ii) no relationships with the company (other than as a director or shareholder) or only immaterial relationships. In light of these criteria, all members of the Board of Directors are considered independent, except for our President and CEO, Olivier Filliol, and the Chairman of the Board, Robert Spoerry, who was formerly the CEO. <sup>64-38, 64-39</sup>

In addition to the CEO, our officers include the Head of Finance and Executive Vice President; the Chief Financial Officer; the Heads of the Laboratory, Process Analytics, Industrial and Product Inspection Divisions; the Head of the European and North American Market Organizations; Head of the Asia/Pacific Market Organizations; the Head of Supply Chain Management and IT; and the Head of Human Resources. This group of individuals forms the Group Management Committee. Currently all 11 members of the Group Management Committee are male. <sup>64-40, 64-LA12</sup>

## **Report Profile**

#### **About This Report**

This report was developed by applying the G4 guidelines of the Global Reporting Initiative (GRI), the most widely used voluntary standard on sustainability reporting worldwide. We prepared our report in accordance with the "Core" option. We list the content of our sustainability report and the material aspects identified in the GRI-Index at the end of this report. We did not conduct an external assurance, and we do not see this as required for the sustainability report at present. G4-32, G4-33

Our last sustainability report was published in 2016, covering information for the years 2014-2015 (GRI G4). This report covers the business year 2016. Specifically, unless otherwise stated, the reporting period is from January 1, 2016 to December 31, 2016. Data presented in the report were collected, structured, and analyzed in-house by our Corporate Sustainability team. We plan to regularly report on our sustainability progress and plan to publish a sustainability report every year. <sup>G4-29, G4-30</sup>

#### **Materiality Aspects**

In 2013, we conducted a materiality assessment with members of the GreenMT team and senior management to identify material issues, report boundaries, and limitations of this report. Within the materiality process, we reflected on our significant economic, environmental, and social impacts. For 2016, we concluded that this materiality assessment remains valid because there have been no significant changes in the company's operations. <sup>64-18, 64-23</sup>

This assessment took into account requests for information received during the reporting period from internal stakeholders, such as employees and representatives of different functional groups, as well as from external stakeholders, including potential employees, customers, investors, governments, auditors, and other interest groups. We identified all aspects listed in the GRI-Index as material from a corporate perspective. <sup>64-19, 64-23, 64-24</sup>

When considering material issues, we try to be responsive to all of these stakeholders. We also use our Sustainability Reports to respond to our investors' requests for information about our global carbon footprint. <sup>G4-25, G4-26, G4-27</sup>

#### **Data Coverage**

The scope of this report includes all entities of the METTLER TOLEDO group and its subsidiaries. A list of our subsidiaries is listed in our 10-K filing Exhibit 21 – Subsidiaries. The coverage of quantitative data referenced in this report is 98 percent. This coverage is based on number of employees and is collected, analyzed, and structured through our internal sustainability performance measurement system. Locations with less than 20 employees are usually not included in our data collection process and represent the 2 percent gap. The boundary of our reporting is consistent with a focus on the METTLER TOLEDO Group and its subsidiaries as outlined above. <sup>G4-17, G4-20, G4-21</sup>

## **GRI-Index**

GRI-Index	Description	Location	External Assurance

#### General Standard Disclosures Overview

G4-1	Statement from the CEO and the Board of Directors	SR 8	
G4-2*	Description of key impacts, risks, and opportunities	SR 8	
Organizati	onal Profile		
G4-3	Name of the organization	SR 9	
G4-4	Primary brands, products, and services	SR 15	
G4-5	Location of headquarters	SR 9	
G4-6	Countries in which operations are located	SR 9	
G4-7	Nature of ownership and legal form	SR 9	
G4-8	Markets served	SR 9, 15	
G4-9	Scale of the reporting organization	SR 9, 19	
G4-10	Breakdown of workforce	SR 19	
G4-11*	Coverage of collective bargaining agreements	SR 22	
G4-12	Description of supply chain	SR 13	
G4-13	Significant changes during the reporting period	SR 9, AR 6, 8, F-14	AR F-14
G4-14	Addressing the precautionary approach or principle	SR 18	
G4-15	External charters, principles, or initiatives endorsed	SR 23	
G4-16	Memberships in associations	SR 17	
Identified	Material Aspects and Boundaries		
G4-17	Report coverage of the entities in the consolidated financial statements	SR 26, AR Exhibit 21	AR Exhibit 21
G4-18	Process for defining the report content and the aspect boundaries	SR 26	
G4-19	Material aspects identified	SR 26	
G4-20	Material aspects and report boundaries within the organization	SR 26	
G4-21	Material aspects and report boundaries outside the organization	SR 26	
G4-22	The effect of restatements of information provided in previous reports	SR 11	
G4-23	Significant changes in the scope and aspect boundaries from previous report	SR 26	
Stakeholde	er Engagement		
G4-24	Stakeholders engaged by the organization	SR 26	
G4-25	Identification and selection of stakeholders	SR 26	
G4-26	Approaches to stakeholder engagement	SR 13, 26	
G4-27	Response to key topics and concerns raised through stakeholder engagement	SR 26	
Report Pro	file		
G4-28	Reporting period	SR 26	
G4-29	Date of most recent previous report	SR 26	
G4-30	Reporting cycle	SR 26	
G4-31	Contact point for questions	SR 31	
G4-32	'In accordance' option, the GRI content index, and external assurance	SR 26-30	
G4-33	Policy and current practice regarding external assurance	SR 26	

SR = page in Sustainability Report 2016, AR = page in Annual Report 2016

GRI-Index	Description	Location	External Assurance
Governand	e		
G4-34	Governance structure	SR 14, 24, 25	
G4-35	The process for delegating authority for sustainability topics	SR 14, 25	
G4-36	Executive-level positions with responsibility for sustainability topics	SR 14, 25	
G4-37	Consultation between stakeholders and the highest governance body	SR 13	
G4-38	Composition of the highest governance body and its committees	SR 24, 25	
G4-39	Position of the chair of the board of directors	SR 25	
G4-40	Selection processes for the highest governance body and its committees	SR 24, 25	
G4-41	Avoiding conflicts of interest	SR 24	
G4-42	Highest governance body's role in setting purpose, values, and strategy	SR 14, 24	
G4-48	Highest committee to formally approve this report and its materiality aspects	SR 14	
G4-49	Process for communicating critical concerns to the highest governance body	SR 13, 14	
G4-50	Critical concerns communicated to the highest governance body	SR 14	
Remunera	tion and Incentives		
G4-51	Remuneration policy	SR 25	
G4-52	Process for determining remuneration	SR 25	

G4-56	Values principles	standards	code of conduct	and code of ethics	SR 24	
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### Disclosures on Management Approach (DMA) and Indicators

#### Economic

Economic	Performance DMA	SR 9	AR 4-23
G4-EC1	Direct economic value generated and distributed	SR 9, AR 28-45	AR 28-45
G4-EC3	Coverage of defined benefit plan obligations	AR 41	AR 41
G4-EC4	Financial assistance from government	AR F-31-34	AR F-31-34
Market Pre	esence		
G4-EC5*	Entry-level wage by gender compared with minimum wage	SR 19	
G4-EC6	Local hiring	SR 19	
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G4-EC8	Significant indirect economic impacts	SR 9, 16-17	
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G4-EN3	Energy consumption within the organization	SR 10, 12	
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GRI-Index	Description	Location	External Assurance
Emissions	DMA	CD 10 12	
G4-EN15	Direct greenhouse gas emissions (scope 1)	SR 10-13	
G4-EN16	Energy indirect greenhouse gas emissions (scope 2)	SR 11	
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G4-EN18	Greenhouse gas emissions intensity	SR 10, 11	
G4-EN19	Reduction of greenhouse gas emissions	SR 10	
G4-EN20	Emissions of ozone-depleting substances	SR 11	
	nd Waste DMA	SR 11	
G4-EN22	Total water discharge	SR 12	
G4-EN23	Total weight of waste by type and disposal method	SR 12	
G4-EN24	Significant spills	SR 11	
	nd Services DMA	SR 15-16	
G4-EN27	Mitigation of environmental impacts of products and services	SR 15, 17	
G4-EN28*	Percentage of products sold and their packaging materials reclaimed	SR 16	
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G4-EN29	Fines and sanctions for noncompliance with environmental regulations	SR 11, AR 11	AR 11
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G4-EN30*	Significant environmental impacts of transportation	SR 12	
	nvironmental Assessment DMA	SR 12-13	
G4-EN33*	Environmental impacts in the supply chain	SR 13	
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G4-EN34	Grievances about environmental impacts through formal mechanisms	SR 14	
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-	al Health and Safety DMA	SR 21-22	
G4-LA6	Injuries, lost days, absenteeism, and fatalities	SR 22	
G4-LA7	High risk of diseases related to occupation	SR 22	
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G4-LA9	Average hours of training per year per category	SR 20	
G4-LA10	Programs for skills management and lifelong learning	SR 20	
G4-LA11	Regular performance and career development reviews	SR 20	
-	Diversity and Equal Opportunity DMA		
G4-LA12	Composition of governance bodies and employee breakdown	SR 19, 21, 24, 25	
•	uneration for Women and Men		
G4-LA13*	Ratio of basic salary and remuneration of women to men	SR 21	
Supplier A	ssessment for Labor Practices DMA	SR 12-13	
G4-LA15*	Labor practices in the supply chain and actions taken	SR 15	
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G4-LA16	Grievances about labor practices through formal grievance mechanisms	SR 22	

#### GRI-Index Description

Location

#### Human Rights

Investmen	f		
G4-HR2 Employee training on human rights		SR 22	
Nondiscrimination DMA		SR 21-22	
G4-HR3	Actions taken in incidents of discrimination	SR 21	
Freedom o	of Association and Collective Bargaining DMA	SR 22	
G4-HR4*	Right to freedom of association and collective bargaining in risk areas	SR 22	
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G4-HR5*	Measures taken to eliminate child labor in risk areas	SR 22	
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G4-HR6*	Measures taken to eliminate forced or compulsory labor in risk areas	SR 22	
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G4-HR11*	Potential negative human rights impacts in the supply chain	SR 13	
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G4-S07	Anticompetitive behavior, antitrust, and monopoly practices	SR 23	
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G4-PR3*	Product information required by procedures	SR 18	
G4-PR4	Compliance concerning product information	SR 18	
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G4-PR9	Compliance concerning the provision and use of products and services	SR 18, AR 10, 11	AR 10, 11
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