

# SOCOMEC Group recruitment policy



**At SOCOMEC Group, we are dedicated to upholding the highest standards of responsible business conduct by integrating environmental, social, and governance (ESG) considerations into all our activities, including our recruitment processes.**

## Purpose

This recruitment policy outlines SOCOMEC Group's commitment to respecting, preserving, and promoting internationally recognized human and labor rights throughout our recruitment practices. We are committed to ensuring that these principles are reflected in every step of our recruitment process, from candidate sourcing to onboarding.

## Commitments and standards

SOCOMECE's recruitment policy establishes our commitments and defines global minimum standards to uphold human and labor rights. It also details the responsibilities and procedures we will follow to implement these commitments across the organization.

## Local adaptations

Recognizing the diversity of the regions in which we operate, this policy allows for the introduction of more stringent rules or adaptations in specific countries, business areas, or at the national level, as deemed necessary by local management or required by national legislation.

## Scope and applicability

### Applicability of the policy

This policy applies globally to the SOCOMEC Group, including all its subsidiaries and affiliates, and is mandatory across all operations.

### Integration with new entities

- **Joint ventures:** when SOCOMEC Group forms new joint ventures, we are committed to incorporating these standards as a fundamental part of the joint venture agreements.
- **Acquisitions:** in cases of full acquisitions of new companies by SOCOMEC Group, these standards will be explicitly included in the acquisition agreements.

### Scope of the policy

This policy is applicable to:

- **all SOCOMEC stakeholders**, including Board members, employees, consultants (both internal and external), and all subsidiaries,
- **all individuals and organizations** providing services on behalf of SOCOMEC Group,
- **all external providers** engaged in recruitment or outsourcing services for SOCOMEC.



## General principles, statement

### Commitment to human and labor rights

SOCOME Group is committed to upholding all internationally recognized human and labor rights throughout its operations. We strive to respect these rights within the scope of our business activities, including research, sales, services, and industrial operations.

### Handling differences between national law and international standards

Where differences exist between national laws and international human rights standards, SOCOME Group seeks to adhere to the standard that provides the highest level of protection to our employees. In situations where compliance with both is not possible due to conflicts, we will follow national law while actively seeking ways to respect international human and labor rights to the fullest extent possible.

### Preventing negative impacts on human and labor rights

At SOCOME Group, we are committed to ensuring that our recruitment processes do not lead to any negative impacts on human or labor rights. We strive to prevent, address, and mitigate both direct and indirect impacts wherever possible.

- **Direct impacts:** we commit to not causing or contributing to any negative impacts on human or labor rights within areas that we can directly influence. In instances where such impacts occur, we will address them promptly and to the best of our ability.
- **Indirect impacts:** beyond our direct control, we are dedicated to identifying, preventing, or mitigating adverse impacts on human or labor rights that may arise from our activities, products, services, or through our relationships with providers and other stakeholders.



## Equity, diversity and inclusion throughout careers at SOCOME Group

At SOCOME Group, we are committed to promoting DEI in every aspect of our employees' careers. We believe in recognizing talent for its true potential, not labels, and we focus on the unique and diverse skills our people bring to the table.

We are dedicated to fostering an inclusive culture that respects individual differences and ensures equal opportunities for everyone working with, for, or through SOCOME Group. We strive to create an environment where people are treated with dignity and fairness, where diversity is celebrated, and where everyone feels empowered to express their opinions and contribute their ideas.

### Non-discrimination policy

We strictly prohibit discrimination against any candidate, employee, or service provider associated with SOCOME Group at any stage of employment, including recruitment, compensation, access to training, promotion, dismissal, or retirement. This policy covers, but is not limited to, discrimination based on:

- gender, sexual orientation, LGBTQIA+ status, gender identity or expression,

- family or marital status, pregnancy,
- age, ethnic origin, heritage, nationality, social or economic background, caste,
- religion or belief, political opinion, physical appearance
- disability (visible or invisible),
- trade union membership or any other personal characteristic protected by the laws in force in the countries where SOCOME Group operates.

### Merit-based selection

Our hiring decisions—whether internal or external—are based solely on the qualifications, skills, and merit of the individual. We aim to ensure that every person hired is selected because of their ability to excel and contribute meaningfully to our organization.



## Sustainable & responsible employment: modern slavery, forced labour and child labour

### Commitment against modern slavery and child labor

SOCOMECEC is firmly opposed to all forms of modern slavery, including forced labor, bonded labor, prison labor, indentured labor, and human trafficking in any of our activities. We are committed to ensuring that all employment is voluntary and that workers provide their consent without any form of coercion.

### Prohibition of child labor

We strictly prohibit the direct or indirect employment of individuals below the national legal minimum working age. We do not support child labor in any form, particularly work that is hazardous, harmful, or prevents children from attending school.

### Our commitments

To uphold these standards, we commit to the following.

- **Age verification:** we, along with our service providers, will verify the age and eligibility of all candidates

throughout our recruitment process to ensure compliance with legal working age requirements.

- **Fair wages:** we ensure that wages are aligned with local regulations and that they are paid regularly, directly, and on time.
- **Freedom to leave employment:** we do not restrict the right of employees to leave their employment, subject to reasonable notice periods.
- **No recruitment fees:** we do not charge any recruitment fees to candidates under any circumstances.

### Support for youth employment programs

SOCOMECEC supports and may participate in government-approved educational or work-based training programs, such as internships and apprenticeships. For young individuals under 18, we provide additional supervision and support, conducting proportionate risk assessments based on the nature of the role.



## Respecting human & labour rights throughout our value chain

### Promoting human and labor rights across our value chain

Given our extensive and diverse value chain, we recognize that our impact on society and our potential to drive positive change in human rights are closely linked to our recruitment practices and our relationships with suppliers and other third parties.

We are committed to carefully selecting our providers and expect them to adhere to the same human and labor rights principles and standards as outlined in our Recruitment Policy. Where possible, we aim to incorporate these principles and standards into our contractual agreements with suppliers.

### Expectations for suppliers and business partners

We expect our suppliers to extend these standards to their own suppliers and business partners. We place particular emphasis on evaluating suppliers involved in managing any

aspect of our recruitment logistics to ensure compliance with our standards.

### Addressing non-compliance

If we become aware of practices that are inconsistent with this Group Policy, our values, or our broader approach to sustainability, we will first seek to use our leverage to work collaboratively with our business partners to address and rectify the situation. In cases of severe or persistent human rights abuses, or where remediation proves impossible, we may ultimately decide to terminate the commercial relationship.

### Promoting respect and inclusivity

Wherever possible, we collaborate with our business partners to promote respect for human and labor rights and to develop solutions that enhance employability and facilitate access to decent work, especially for under-represented groups such as refugees and people with disabilities.



## Risk assessment, monitoring, regular stakeholder dialogue & whistleblowing process

### Monitoring, transparency, and stakeholder engagement

At SOCOMEC, we are committed to regularly monitoring our performance in upholding human and labor rights. This includes integrating relevant elements into our internal control standards and related audit processes. Our monitoring efforts extend to our external providers involved in staffing to ensure compliance with our standards.

### Transparency and communication

We are dedicated to transparency in communicating our commitments, approach, and ongoing efforts to embed respect for human and labor rights in our corporate culture and operations. This is primarily achieved through our Annual Report and the SOCOMEC website, where we share updates and progress on these important issues.

### Engagement with stakeholders

We maintain an ongoing dialogue with relevant stakeholders on human and labor rights, both directly and through participation in industry associations such as the World Employment Confederation. This policy has been developed in consultation with our colleagues worldwide and external human rights experts, ensuring alignment with best practices and global standards.

### Reporting concerns and breaches

If anyone believes there has been a violation or potential breach of the standards outlined in this policy, we strongly encourage them to report their concerns promptly through the established alert channels (see whistleblowing process, through integrityline):

<https://socomecgroup.integrityline.com/>

If a candidate is mistakenly charged any undue amounts during the recruitment process, or an employee during the hiring process, these amounts will be promptly and fully refunded.

### Whistleblowing process

Reports can be made anonymously, and we strictly prohibit any form of retaliation, intimidation, or disciplinary action against individuals who make a good faith report of misconduct or who participate in investigations. This protection is upheld even if the investigation concludes that no misconduct occurred. We are committed to addressing, or collaborating to address, any negative human rights or labor rights impacts for which we are accountable or involved, as soon as we become aware of them, and to the fullest extent of our capabilities.

### Engagement survey

Our employee feedback process empowers our workforce at a group level to share their opinions, concerns, ideas, grievances, suggestions, and insights openly with leaders and management. Comments can be submitted anonymously on our platform. Sensitive issues flagged by the system are raised to management for immediate attention, with an action plan carefully tracked and followed to ensure thorough resolution.



## About the recruitment policy



### Policy breaches

Failure to comply with the principles of this policy may result in appropriate disciplinary action, up to and including dismissal; breaches may also result in civil or criminal proceedings under applicable law.

We may terminate our relationship with other individuals and providers working with us or on our behalf if we discover that they are acting against the frame of this policy.



### Approval and amendments

This policy was approved by the SOCOMEC Group CEO & CHRO on 02/01/2025 and comes into force on 03/02/2025. The SOCOMEC Group reserves the right to update this policy as necessary to reflect changes in law, regulatory guidance, or best practices and to ensure its continued applicability and relevance. Any changes to this policy will be communicated through the usual SOCOMEC channels.



### Policy ownership and legal disclaimer

This policy is the sole property of SOCOMEC Group. It does not create, nor should it be construed to create, any obligation on the part of SOCOMEC Group to any person or entity—including any client, supplier, colleague, consultant, associate, or third party—under any theory of law, including tort, negligence, contract, or any equivalent or similar legal concept globally.



### Questions

If you have any questions about this policy, its implementation, or human and labor rights in general, please contact the Group CHRO, [judith.maiffret@socomec.com](mailto:judith.maiffret@socomec.com).