



## Verallia Group Human Resources policy

### HR POLICY

At Verallia, we are committed to develop and guarantee health, safety and quality of life at work for everyone.

We make no compromises to ensure the safety of our 10,000 employees in terms of compliance with rules and training and we strive to continually improve working conditions.

Furthermore, convinced that the creation of diverse teams and inclusion in the way we work together make Verallia successful, we make diversity and equal opportunities a performance driver every day. The feminization of jobs and access to management positions are therefore a priority issue and a major axis of our policy. Verallia group also guarantees fair remuneration and ensures value sharing through its attractive employee shareholding plan.

Finally, the development of our employees is one of the main factors in achieving our objectives and building loyalty. Verallia ensures that the group has the skills it will need in the medium and long term and meets the aspirations of employees in terms of training and individual development. Career committees are organized to build internal mobility by considering the evolution of the company's challenges.

Among the fundamental principles and rights at work, freedom of association and collective bargaining are factors of social progress whose the Group promotes implementation wherever it is established. Also conducted at Group level through a European committee, social dialogue remained nourished and dynamic in 2022.

Furthermore, in accordance with our values (respect of laws and people) and our ethical code, the Group is opposed to human trafficking, forced labor, child labor, any form of exploitation, abuse, violence, applies a zero tolerance policy towards discrimination and guarantees that all employees have a decent salary, above social minimums. Verallia is a member of the United Nations Global Compact and is committed to respecting the fundamental principles of the United Nations on human rights, the fundamental conventions of the International Labor Organization (ILO) and the International Declaration of Human Rights.

### GUARANTEE HEALTH AND SAFETY FOR ALL

Verallia's EHS policy aims for "zero accidents" and is fully in line with the Group's industrial excellence programme, Verallia Industrial Management (VIM). This policy applies to all of the Group's sites and people working with Verallia, whether employees, temporary workers, or subcontractors. It comprises 22 EHS standards: 18 safety standards, 1 health standard, and 3 environmental standards (including 1 on waste management, new for 2022). These standards are reviewed on average every three years, or when necessary, in response to an incident. In 2022, three standards were updated following accidents that occurred in relation to loading lorries. In particular, these standards cover machine safety, employees' on-site movements, maintenance interventions and risk management. To facilitate roll-out, they are translated into all languages spoken within the Group.

The Group's Health and Safety policy is based on the H&S "bottle", a genuine roadmap launched in 2020. It gives details on the various tools (standards, risk analysis,

cardinal rules) and the associated management system. In addition, it outlines the steps to fostering an everyday safety culture where each employee contributes to their own safety and that of their colleagues. The H&S “bottle” defines four levels of maturity with regard to safety: Reactive / Preventive / Proactive / Sustainable. Each site assesses its maturity level at least once a year in order to define an action plan for making progress. In 2022, Verallia concentrated its H&S action plans on raising awareness, training managers and plant employees on the information in the 22 EHS standards, applying it, and targeted identification of specific actions to implement according to region and plant.

### **PROMOTE DIVERSITY AND INCLUSION**

People are at the heart of Verallia’s HR strategy. Its HR policy is laid out accordingly, to respect individuals and promote a diverse and inclusive environment. Through this policy, Verallia desires to promote a different form of cooperation with a variety of profiles and raise employee awareness of the richness and complementarity that comes with greater diversity within the company. The HR policy also promotes gender equality in the workplace through the following areas:

1. ensuring that hiring decisions are made on the basis of skills alone, through the use of unbiased recruitment tools, clear and gender-neutral job descriptions, and interviewing female and male candidates in the proportion to the applications received;
2. ensuring conditions for access to training determined by the job position, analysing needs based on skills matrices;
3. ensuring a fair Group compensation policy based on a rating system for each job position;
4. ensuring fairness in the promotion process by allowing women to apply for opportunities without self-censorship and encouraging female leadership;
5. Promoting work-life balance in professional, personal and family life.

Beyond gender diversity, Verallia commits to promoting and developing the diversity of their teams, their gender balance, and the accessibility of workstations. In particular, as an industrial group, Verallia’s ability to accommodate people with disabilities in our plant jobs is crucial to the development of our inclusion policy.

In a more general way, the Group is attentive to creating – on all its sites – work environments that are free from discriminatory behaviour. This provides the opportunity for everyone to advance themselves into all company job areas, particularly those traditionally held by men or that are not very accessible.

### **SUPPORT EMPLOYEE SKILLS DEVELOPMENT**

Verallia is rolling out policies regarding employee development via key areas which are training and employee engagement, compensation and employee share ownership, and workplace well-being.

In terms of training, each year, the Group defines the priority areas of its policy in line with operational objectives. The general trainings administered by the Group concern compliance, leadership, commitment to company values, specialised occupational training, and EHS. They aim to align all country structures with respect to regulations-related topics. Locally, training actions are defined in the context of specific training plans.

Fair pay is one of the pillars of Verallia's compensation policies. It is based on grading systems, which are supplemented by external benchmarks. The sharing of value is structured through individual and collective variable compensation schemes, according to employee categories. In particular, the variable compensation policy is based on financial and non-financial criteria. This is to ensure consistency between the company's corporate interest and market and industry practices, and competitive compensation levels. Additionally, it ensures that a strong link to the Company's performance remains, and that a balance is struck between short, medium or long-term performance.

The key component of these schemes is the employee share ownership policy, a strategic pillar for involving employees in the long-term development and performance of the Group. It offers Verallia employees the opportunity to become a company shareholder under special conditions that are approved by the Board of Directors (maximum discount of 20% and a matching contribution scale favourable to even the most modest contributions) through FCPE, Verallia's employee investment fund or via direct share ownership.

### **PROMOTE SOCIAL DIALOGUE**

Social dialogue has always been at the heart of Verallia's concerns. Discussions evolved in 2021 in response to the global pandemic and has been considerably strengthened since, particularly on issues related to safety and the implementation of preventive measures. Social relations are decentralised and conducted in each country in compliance with staff representation rules.

At the European level, the Group facilitates social dialogue through a European Works Council. In 2022, four meetings were held: Three select meetings and one plenary meeting. In addition, a day of training was offered to employee representatives. This year, an independent expert gave a keynote address at the plenary meeting, commenting on the action plans established by the Group to ensure lower CO<sub>2</sub> emissions.

The social dialogue indicator has been redefined and now illustrates the number of social agreements signed or validated throughout the year within the Group.

In 2022, Verallia France led a "GEPP", negotiation, for which discussions started in November 2021 were in the end suspended. Subsequently, four multifunctional working groups were formed to create the conditions favourable for signing comprehensive collective agreements. These groups were made up of sales and marketing managers, industrial managers, plant HR managers, and three union organisations. Their work was based on specific, concrete situations they had experienced, drawing on the varied perspectives from different professions. The customer voice, like plant operation, were at the heart of discussions. Passion for their profession, expertise, pride in belonging to the company, and the desire to learn and pass on knowledge, all emerged as Verallia's main strengths. These discussions also served to provide a better understanding of each profession.

The work done here led to five collective agreements being signed unanimously. One of these was an innovative agreement on inflation and buying power paid out in real-time (+4.6% in July 2022 for non-managers), ahead of industrial action observed later on at the national level.



### **COMPLY WITH THE ILO'S FUNDAMENTAL RULES**

In each of the countries where it operates, the Group is committed to complying with international labour standards and applying the statutory employee benefits in force. More broadly, the Group is committed to complying with the fundamental principles of the United Nations on human rights, the fundamental conventions of the International Labour Office (ILO) and the International Declaration of Human Rights. Its adherence to the United Nations Global Compact attests to this commitment. This is part of our values (respect for laws and people) and our ethical code.