

SOCIAL — POLICY



ALTEN

At ALTEN, our people are at the heart of our performance and our ability to innovate sustainably. With a presence in many countries, the Group operates in a variety of cultural, social and regulatory environments, which reinforce our responsibility as a leading international employer.

Through this social policy, we affirm our commitment to human rights, the dignity of every individual, equal treatment and the creation of safe, respectful working conditions that foster professional development. These commitments are fully in line with the ALTEN group's values and our approach to corporate social responsibility, consistent with the international standards to which we adhere.

This social policy serves as a common framework for all Group entities. It aims to ensure the consistency of our commitments whilst leaving each local organisation responsible for implementing them in a manner that is appropriate, responsible and compliant with current regulations.

Convinced that dialogue, trust and skills development are essential drivers of sustainable growth, we wish, through this policy, to strengthen our employees' commitment and support the Group in addressing the social challenges of today and tomorrow.

Cyril Malargé

Chief Executive Officer

Introduction

ALTEN has been publicly committed to a sustainability approach since 2010, when it signed the United Nations Global Compact. The Group's commitments are implemented at an operational level across the entire workforce. They are put into practice through the Group's CSR, ethics and compliance strategies.

The strategic priorities of ALTEN's sustainability approach have been structured on the basis of a risk, impact and opportunity analysis, which is reviewed annually and formally updated every three years. It is consistent with the Group's values and organised around three pillars:

- An employer that accelerates careers ;
- A company committed to the environment ;
- A driver of innovation.

These three pillars are underpinned by ALTEN's firm commitment to being an ethical, responsible and socially conscious partner in the conduct of its business.

ALTEN's social policy is based on the Group's commitments, as set out in two founding documents :

- **The Sustainability Charter ;**
- **The Ethics charter.**

In the event of a breach of the principles set out in our charters and policies, we implement a remedial plan. This involves identifying the causes, implementing corrective measures, and monitoring the actions taken to resolve the breach. ALTEN's objective is to ensure that these principles are applied and upheld on a long-term basis by all employees.



ALTEN is committed to complying with all applicable regulations, standards and requirements in the countries where it operates. The company implements measures to ensure this compliance.

We respect the fundamental rights of workers and citizens, in accordance with the principles of the 1948 Universal Declaration of Human Rights (UDHR) and the conventions of the International Labour Organisation (ILO). These rights include, but are not limited to:

- the right to liberty and security of person;
- the right to freedom of expression and association;
- the right to fair and favourable working conditions;
- the right to equality and non-discrimination;
- the right to protection against modern slavery, forced labour and child labour.

In this context, we are committed to preventing any form of coercion or exploitation of workers. In particular, we ensure that we never confiscate our employees' identity documents, thereby guaranteeing their freedom of movement and autonomy, and that we do not, directly or indirectly, request any fees or financial contributions in exchange for employment within the Group or in connection with its activities, nor do we tolerate such practices on the part of third parties acting on its behalf

We guarantee working conditions that respect workers' fundamental rights, in particular the right to a decent wage and working hours.

Governance and management — of social policy

ALTEN's social policy applies to all entities within the Group. It is implemented in accordance with the legal and regulatory frameworks applicable in each country. Group and local governance enables these commitments to be implemented in a responsible and consistent manner, whilst aiming to promote, wherever possible, the Group's principles of respect, dignity, equal treatment and responsible working conditions.

AT GROUP LEVEL

The priorities of the social policy are defined and overseen at the highest level of the company, ensuring that they are integrated into the Group's strategy.

To measure coverage and performance, the Group relies on an annual reporting campaign and may carry out half-yearly data collections for the most significant indicators. The performance of the progress initiative is also monitored and disclosed as part of the Group's annual ESG reporting.

AT LOCAL LEVEL

To help achieve the Group's objectives, local teams must establish appropriate governance and management structures to ensure that actions are consistent and effective.

Each entity implements the social policy whilst taking into account national regulations and cultural specificities. These commitments are translated into concrete measures, set out in action plans developed locally to address specific regulatory and cultural requirements. The Group may provide guidance or tools, which are then adapted by each entity to ensure their relevance and effectiveness.

ALTEN's social commitments

Our social policy aims to promote a respectful, equitable, and diverse work environment in order to foster employee development and engagement and enhance the company's appeal, thereby contributing to its sustainable performance and the creation of value for its stakeholders. It is based on the following commitments:

RECRUITMENT AND ONBOARDING

We are committed to ensuring a recruitment process free from any form of discrimination and to providing a thorough onboarding process:

- **Recruitment process:** we are committed to ensuring that the recruitment process is transparent and based on skills and experience. We assess all candidates fairly and objectively.
- **Equal opportunities:** We ensure that all job opportunities within the ALTEN Group are available solely on the basis of candidates' skills.
- **Onboarding:** We view a new employee's arrival at the company as a key moment in their career. We ensure that the onboarding programme is comprehensive to provide the best possible welcome experience and thereby foster rapid integration into our corporate culture.

TRAINING AND DEVELOPMENT

We have a training and development policy for our employees:

- **Continuous training:** Maintaining and developing our employees' skills is crucial. We offer comprehensive and regular training programmes.
- **Career development:** We support each employee in defining and achieving their professional goals.
- **Culture of innovation:** We invest in R&D programmes to develop solutions that meet our clients' challenges. We enable multidisciplinary teams to work on innovative projects, allowing them to cultivate their engineering skills and enhance their employability.

INCLUSION AND DIVERSITY

As a leading player in the sector, ALTEN is committed to challenging stereotypes about engineering careers and promoting integration and inclusion:

- **Equal opportunities:** We are committed to providing fair opportunities to all our employees, ensuring that everyone has the same chances of success and development within the company.
- **Promoting diversity:** We value diversity within our teams and encourage a respectful environment in which everyone can express themselves freely. We firmly oppose all forms of discrimination, whether based on age, gender, ethnic origin, religion, sexual orientation, disability, family status, membership of a national minority, physical appearance, political opinions, health status or any other personal characteristic protected by applicable laws.
- **Increasing the number of women in scientific professions and leadership roles:** As a major player in our industry, we believe we have a role to play in promoting gender diversity across science, technology and engineering professions. We are committed to promoting this through specific initiatives aimed at attracting, recruiting, retaining and developing female talent throughout their careers. This includes mentoring programmes, partnerships with schools and universities, awareness campaigns to encourage young girls to consider careers in engineering, as well as initiatives to promote women's access to leadership roles and decision-making bodies.
- **Disability:** We are committed to promoting the inclusion of people with disabilities by ensuring equal opportunities, accessibility and, where necessary, reasonable adjustments.
- **People facing barriers to employment:** We also contribute to the employment integration of people facing barriers to employment, in collaboration with local partners and organisations in the social and solidarity economy.

HEALTH, SAFETY AND WORKING CONDITIONS

We are committed to providing our employees with a safe, healthy and respectful working environment by implementing appropriate prevention, protection and support measures:

- **Wellbeing at work:** We strive to safeguard the physical and mental wellbeing of our employees through:
 - Preventive measures (ergonomics, mental health risks, awareness campaigns).
 - Support measures (mental health support, wellbeing workshops, health programmes, for example).
- **Workplace safety:** We regard safety as an absolute priority and implement:
 - Safety management systems (based on the ISO 45001 standard).
 - The assessment and prevention of occupational risks, accompanied by action plans.
 - Mandatory training (fire safety, correct movements and postures, specific risks)
 - A safety culture that encourages the reporting of incidents and continuous improvement.
- **Risk prevention and combating harassment:** We apply a zero-tolerance policy towards harassment, violence and all forms of discrimination. Reporting and support mechanisms are available to protect and support employees.



WELL-BEING AT WORK AND WORK-LIFE BALANCE

We are committed to providing the best possible working conditions and strive to ensure a healthy work-life balance for our employees:

- **Adapted work arrangements:** We offer working arrangements designed to promote a healthy work-life balance.
- **Right to disconnect:** Where compatible with local regulations and operational practices, we encourage our employees to respect the right to disconnect to ensure a healthy work-life balance.
- **Wellbeing initiatives:** We develop practical initiatives to enhance wellbeing, such as sports activities, stress management workshops and events that foster camaraderie and social connections.

SOCIAL DIALOGUE AND LISTENING

We value open and constructive social dialogue by creating spaces and mechanisms that allow everyone to express themselves, share their ideas, and contribute to the company's continuous improvement:

- **Channels of communication:** We provide various channels of communication (meetings, suggestion boxes, online platforms) to enable employees to express themselves freely and contribute to the continuous improvement of the working environment.
- **Employee Surveys and Questionnaires:** We regularly conduct surveys and questionnaires to gather employees' feedback on their experience, their work environment, and the company's initiatives. The results help us identify areas for improvement and guide the actions we take.
- **Employee representative bodies:** We maintain an ongoing dialogue with employee representative bodies or, where applicable, with local representative bodies or collective dialogue mechanisms, to ensure that both collective and individual interests are taken into account in our decisions.
- **One-to-one meetings:** We view these meetings as valuable opportunities to establish a personalised dialogue and support each employee in their career development:
 - regular meetings enable us to assess performance, set objectives, gather feedback from the employee on their working environment, and discuss skills development, training needs and career prospects.
 - Individual discussions can be arranged on request to allow employees to raise any questions, concerns or suggestions in a confidential and supportive setting, particularly with Human Resources or their line manager.

These various forms of communication help to maintain an ongoing dialogue, foster mutual understanding, prevent deadlocks and ensure that individual needs are actively listened to.



VALUE CHAIN

ALTEN incorporates its entire value chain into its social commitments. The requirements set out in our social policy are extended to our suppliers, in particular through the Responsible Procurement Charter, which sets out our expectations regarding respect for human rights, ethics and working conditions.

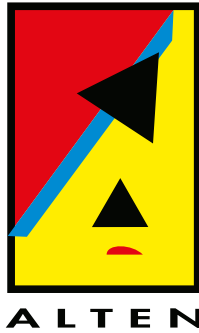
These commitments are reflected in the measures we take with our suppliers, including:

the inclusion of social and ethical clauses in contracts;

- the assessment of suppliers, including social criteria and measures to combat forced labour;
- the auditing and monitoring of suppliers' practices.

These initiatives also take the form of activities with schools and organisations, such as:

- partnerships;
- the development of employment programmes;
- skills-based volunteering.



TO FIND OUT MORE
ON OUR VISION, OUR COMMITMENTS
& OUR CSR STRATEGY

— [ALTEN.COM](https://www.alten.com) —

