



**P3 group GmbH**

**Guideline on Human Rights and Working**

**Conditions**



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## **Main Principles**

The following guideline on human rights and working conditions is binding for all employees and managers of all P3 subsidiaries. Non-compliance can result in disciplinary measures up to and including termination of employment. If you observe a violation by someone within P3, please bring it to the attention of your 1:1 or site manager.

Every person has the right to be treated with dignity and fairness. As an internationally operating company we, the P3 group, are aware of our social and societal responsibility. Respecting human rights and maintaining fair working conditions is the basis of all activities. Therefore, we regularly check the compliance with legal frameworks and identify and evaluate requirements of our stakeholders. We expect that all employees, business partners and suppliers comply with this guideline.

## **Child Labour and Young Workers**

We do not use or tolerate illegal child labour in any form whatsoever. When employing minors, we abide by the minimum age of employment in accordance with the respective national regulations. The P3 does business in countries all over the world. No matter in which country or countries we do business, the local laws are obeyed.

## **Wages and Benefits**

We offer our employees a gender-neutral, appropriate and performance-related remuneration, which is at least based on the respective statutory minimum wages. The remuneration is supplemented by additional benefits. Work results and performance behaviour are a central benchmark for remuneration.

## **Working Hours**

We commit ourselves to comply with the respective national regulations regarding working hours. This also includes the adherence to appropriate rest periods, free time

and holidays. Furthermore, we promote the compatibility of professional and private life.

## **Career management and training**

Employee development is discussed in twice-yearly feedback meetings with the direct supervisor. During these meetings, prospects are identified and discussed. Individual training measures are also agreed in these meetings.

## **Forced Labour and Human Trafficking**

We prohibit any kind of forced or compulsory labour. This includes any work or services that are forced or involuntary by a person under threat of punishment. We are firmly committed to the prohibition of all forms of human trafficking.

## **Freedom of Association and the Right to Collective Bargaining**

We recognize and respect the right of all employees to freedom of association and collective bargaining.

## **Health and Safety**

The safety, physical and mental health and well-being of all employees is our utmost priority. We strictly comply with the occupational health and safety laws which apply worldwide. In accordance with the applicable law, all P3 sites have a safety officer who is responsible for compliance with and implementation of measures for emergency prevention, accident and incident management, workplace ergonomics and fire protection.

## **Harassment and Non-Discrimination**

We do not tolerate any form of harassment or intimidation of employees, business partners, suppliers or other individuals. We reject any form of discrimination. No one should be disadvantaged or harassed on the basis of nationality, ethnical origin, religion, gender, sexual identity, sexual orientation, age, disability, political or other views. Equal opportunities, inclusion and diversity are central values for P3.

## **Diversity, equality and inclusion**

We believe that diversity, equality, and inclusion are essential values for a successful and sustainable organization. We are committed to creating a work environment that respects all individuals, regardless of gender, age, skin color, nationality, religion, sexual orientation, or identity.

## **Women's rights**

We recognize the importance of gender equality in the workplace and commit to ensuring that women are treated equally in all areas of our organization. We strive to improve opportunities for women in leadership positions and work to combat discrimination against women in the workplace.

## **Rights of minorities and indigenous peoples**

We are committed to respecting and promoting the rights of minorities and indigenous peoples. We aim to create an inclusive and diverse work environment that acknowledges and values the culture and perspectives of all employees.

## **Ethical recruiting**

We are committed to following ethical principles when hiring and recruiting employees. We ensure that all applicants are assessed fairly and objectively and that our hiring practices are free from discrimination.

## **Land, forest, and water rights and forced evictions**

We are committed to respecting and protecting the land, forest, and water rights of indigenous peoples and communities. We adhere to international standards and local laws and regulations to ensure that forced evictions and other negative impacts on communities are avoided. We are committed to sustainable resource use and environmental protection.