

This version of the policy is a shortened version of the internal policy and only for external reference.

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VP People, Purpose & Communication



2022

Responsible Employment Policy

BioMar Group

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Introduction

In BioMar, we care about people. We are committed to ensure all employees and contingent workers get a positive employee experience working in BioMar, being met with respect and growth opportunities. To deliver on our commitment, we are working with local authorities, unions, and employee representation, adopting leading market standards for the employee experience, while safeguarding our BioMar way of working.

The fundamental principles

Respecting and promoting human rights are essential for living our BioMar purpose. We are committed to six fundamental principles:

- Fair contracting of workforce
- Assume employer responsibility
- Equality and diversity
- Fair and transparent employment terms
- Uphold dialogue
- Integrate and train all staff

The BioMar Employment Policy is based on the principles and standards defined by the International Labour Organization (ILO) and the United Nations (Rights of the Child, Universal Declaration of Human Rights, Guiding Principles on Business and Human Rights, and the 17 Sustainable Development Goals) along with industry standards such as ASC, MSC, BAP and Marin Trust.

Principle 1: Fair contracting of workforce

We are committed to ensure that all workers have:

Freely chosen employment

In BioMar, forced, bonded, or compulsory labour or involuntary prison labour is not to be used or supported including any forms of slavery and human trafficking. All work must be voluntary and not under threat of penalty or sanctions.

Appropriate age

At BioMar, we do not accept child labour, following UNCRC and ILO. Employment of children and young workers must only be on educational and/or occasional basis. Children and young workers may only perform light non-hazardous work and the employment must never affect attendance to primary education or imply a risk to health or physical/psychological development.

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Fair working hours

In BioMar, working hours must not exceed the maximum set by local legislation and shall not exceed 12 hours per day and an average of 48 hours in a normal week excluding breaks. Industry standards on breaks, daily rest and annual leave must be applied. Overtime hours shall be voluntary and not be requested regularly.

Principle 2: Employer responsibility

In BioMar, we assume employer responsibility by ensuring our workforce is contracted directly at BioMar, except where use of contingent workers is truly justified. All contractors delivering workforce services to BioMar must sign and comply with our Code of Conduct when acting or providing services for or on behalf of BioMar.

Principle 3: Equality & Diversity

In BioMar, we value diversity. A diverse workforce enables us to foster a culture of innovation by promoting collaboration across (cultural) perspectives and backgrounds. In BioMar, there is to be no discrimination or bias in hiring and employment practices such as promotions, remuneration, and access to training. Equality must be promoted in all aspects of the business.

All employees must be treated with dignity and respect. We do not accept any harsh and inhumane treatment, and any disciplinary procedures shall be transparent and applied in a progressive and objective manner, ensuring dignity and respect towards employees.

Principle 4: Fair and transparent employment terms

In BioMar, we are committed to provide fair and transparent employment terms for our employees. This includes when employees are hired into an employment governed by a collective bargaining agreement or with employment terms governed by general legislation and practises.

We are communicating clearly to our employees, that they are free to join or form workers' organisations and free to bargain collectively.

Employment agreements must be transparent, and all workers shall receive written and understandable information about their employment terms.

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Principle 5: Upholding dialogue

In BioMar, we believe in dialogue with our employees as well as with external stakeholders. Any concerns about our way of operating the company should be as a first step be sought resolved through dialogue with the immediate manager, HR, or the local collaboration forums. No employee should be sanctioned or discriminated for engaging in unions or other type of employee representation.

If a worker experiences gross misconduct, it can be reported to a global whistle-blower line. The whistle-blower line can be used for purposes such as but not limited to:

- Health and safety issues
- Labour or human rights grievance
- Bribery and Anti-trust issues
- Data breaches
- Harassment/Sexual Abuse/Bullying
- Discriminatory Practices

When submitting a concern, the message will be received by our owners and communicated to the Ethical Committee. There must never be retaliation for an employee for submitting a grievance.

From the day of submission, the Ethical Committee has 30 days to initiate an investigation and 60 days from then to complete the investigation, respond, and present remedy if relevant.

Principle 6: Integrate and train

To enable our employees to fully live our purpose and deliver on our commitment to the industry, we run a process for onboarding as well as a process for continuous development of the employees.

During onboarding the employee must be presented to an onboarding plan based on the position requirements, stating how the employee will be:

- Trained to meet the competencies and skills required in the position
- Trained to meet the quality standards of the company
- Introduced to relevant collaboration partners
- Understand the expectation to future deliveries and long-term goals

All BioMar business units must fully comply with this policy by end of 2022.

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