



## **FILTRONA**

### **Filtrona Group Global Human Rights Policy**

In accordance with our Code of Ethics, the Filtrona Group is firmly committed to upholding and promoting human rights globally. We recognize that all individuals are entitled to certain fundamental rights and freedoms, regardless of their race, ethnicity, nationality, religion, gender, sexual orientation, disability, or any other characteristic. This Global Human Rights Policy (“Policy”) outlines our commitment to respecting human rights in all aspects of our operations and interactions.

We commit to conduct our business in line with the United Nations Guiding Principles on Business and the OECD Guidelines for Multinational Enterprises across our business operations and value chain. We also respect all internationally recognized human rights enshrined in the International Bill of Human Rights and the International Labor Organization’s (ILO) Declaration on Fundamental Principles and Rights at Work.

This Policy ensures alignment across the Filtrona Group with values and legal requirements, mitigate risks, and fosters stakeholder trust through transparent communication. It provides a clear guidance and training for employees, sets expectations for suppliers, and establishes a framework for continuous improvement. Overall, the Policy demonstrates the Filtrona Group’s commitment to upholding fundamental human rights standards across its operations and relationships, contributing to sustainable and responsible business practices.

#### **OUR COMMITMENTS**

##### **Safe & Healthy Workplace**

We prioritize the Health and Safety of every employee within our workplace and this is set up in our [Health & Safety Policy \(HS\)](#). We commit for every employee to have the right to work in an environment free from hazards and risks that could jeopardize their physical and mental well-being.

##### **Diversity and Inclusion**

We foster and respect an inclusive culture where diversity is embraced by everyone and **employees** are valued, respected and supported regardless of age, colour, disability, ethnic or national origin, gender, gender expression, gender identity, marital status, pregnancy, race, religion or belief, or sexual orientation. Our practices reflect our dedication to equality and non-discrimination, ensuring that every employee has access to the same opportunities for development and advancement.

##### **Fair Employment Opportunity & Anti-Discrimination**

We treat employees fairly and with respect. We uphold principles of non-discrimination, ensuring fair treatment regardless of race, gender, age, sexual orientation, disability, or other protected characteristics. We strive to create a diverse and inclusive workplace where all employees have equal opportunities for recruitment, advancement, and professional development. Discrimination or harassment of any kind is strictly prohibited, and we are dedicated to fostering an environment of mutual respect and dignity for all employees.



### **Fair Remuneration**

We commit in compensating all employees equitably for their contributions in line with their job role, skills and performance. We will adhere to national law, industry standards and local labor markets, and in accordance with the terms of any applicable collective bargaining agreements.

### **Freedom of Association and Collective Bargaining**

We respect the right of employees' to join or form trade unions, as well as to engage in collective bargaining in accordance to local law, without fear of retaliation or discrimination. Where domestic law unduly restricts freedom of association, we support alternative platforms to enable collective employees' dialogue and engagement with management.

### **Freedom from Forced Labor and Child Labor**

We strictly prohibit any and all use of forced labor and child labor within our organization and supply chain. We recognize the fundamental right of every employee to work freely and without coercion. Our commitment to labor rights extends beyond mere compliance with legal standards; we uphold the principles of dignity, fairness, and respect for employees' rights in all aspect of our operations. Modern slavery, including practices such as debt bondage, human trafficking, and forced labor, has no place in our business or any entities associated with it. We are dedicated to actively identifying and addressing any instances of modern slavery without our supply chains, working collaboratively with stakeholders to promote transparency, accountability, and the protection of human rights.

Children are particularly vulnerable to exploitation and abuse, and we are dedicated to safeguarding their rights to education, development, and a childhood free from labor. We strictly adhere to applicable laws and regulations regarding the employment of minors. Through diligent monitoring, robust due diligence processes, and collaboration with suppliers, we work to identify and address any instances of child labor, providing appropriate support and remediation measures for affected individuals and communities. Refer to Filtrona Group [Anti-Slavery & Human Trafficking Policy](#)

### **Privacy**

At the Filtrona Group, we recognize the intrinsic value of privacy in fostering trust and respect within our community. We are committed to safeguard the privacy of our employees, customers, and stakeholders by implementing robust measures to protect personal data against unauthorized access, use, or disclosure. The Filtrona Group [Data Privacy Policy](#) details how we conduct our business to comply with data privacy and data protection laws in the countries in which the Filtrona Group operates.

## **GOVERNANCE AND IMPLEMENTATION**

### **Commitment to Compliance**

The Filtrona Group acknowledges its responsibility to respect human rights as outlined in international conventions and standards. The Filtrona Group is commits to upholding these principles in all its activities and operations.



### **Senior Management Oversight**

The Executive Leadership Team and senior management are responsible for providing leadership and oversight to ensure that human rights considerations are integrated into the Filtrona Group's decision-making processes, strategies, and policies.

### **Diversity and Inclusion**

We seek to attract, develop and retain great talent, from the widest backgrounds, and we will actively embrace difference for improved outcomes. Individuals will feel safe, respected, valued and able to thrive as part of a winning, engaged team.

We ensure that all of businesses incorporate Diversity and Inclusion into their practices and decision-making processes where relevant. Additionally, we integrate these principles into our Talent Management Framework to cultivate a diverse pool of talent throughout the organization.

### **Human Rights Risk Assessment & Due Diligence**

We conduct regular human rights risk assessments to identify, prevent, and mitigate potential adverse impacts on human rights arising from our activities, business relationships, and supply chains. The Filtrona Group integrates human rights due diligence into its business processes, including investment decisions, mergers and acquisitions, and contracting practices, to identify, prevent, and address human rights risks.

### **Stakeholder Engagement**

We actively engage with stakeholders, including employees, suppliers, customers, communities, and civil society organizations, to understand their perspectives on human rights issues and to address their concerns.

### **Reporting and Transparency**

We are committed to transparently reporting on its human rights performance, including efforts to address identified risks, grievances received, and remedial actions taken. This information will be made publicly available through the Filtrona Group website and other appropriate channels.

### **Grievance Mechanism**

The Filtrona Group has established and implemented a accessible and effective grievance mechanisms to enable employees, suppliers, customers, stakeholders and communities affected by our operations to raise concerns related to human rights violations, receive prompt responses, and access appropriate remedies. Our [Right to Speak Policy accessible via a dedicated website and hotline Policy](#) allows employees and others to report any grievance or concern through an independent channel.

### **Continuous Improvement**

We commit to continuous improvement in our human rights performance. The Filtrona Group regularly reviews and updates its policies, procedures, and practices in response to new developments in regulations, feedback from stakeholders, and changes in the operating environment.

By adhering to these principles and practices, the Filtrona Group demonstrates its commitment to respecting and promoting human rights throughout its operations and value chain.



Version Control:

No./ Version	Revisions	Effective Date	Owner	Approver	Status
001	Updated policy in the name of the Filtrona Group	1 <sup>st</sup> May 2024	Joyce Ng	Joyce Ng	Approved