



Group Labour and Human Rights Policy

OUR VISION

To conduct our business in a way that respects and upholds human rights, promotes fair, safe, and inclusive working conditions, and contributes positively to the people and communities impacted by our operations and value chain.

OUR MISSION

To conduct our business responsibly by respecting human rights, fostering fair labor practices, and contributing positively to the communities in which we operate.

OUR COMMITMENTS

We are committed to respecting internationally recognised human rights and to maintaining fair, safe, and inclusive working conditions across our own operations and supply chain. We seek to prevent, identify, and address adverse human rights impacts linked to our activities, products, and business relationships, and to treat all people with dignity and respect.

kp complies with the letter and the spirit of applicable laws in all jurisdictions where we operate and conduct business in accordance with internationally recognised standards, including the International Labour Organisation's Declaration on Fundamental Principles and Rights at Work, the Universal Declaration of Human Rights, the International Bill of Human Rights¹, and the United Nations Global Compact and the UN Guiding Principles on Business and Human Rights.

Further detail on standards, controls and reporting mechanisms is set out in our [Code of Business Conduct and Ethics](#), and our annual [Slavery and Human Trafficking Statements](#).

We expect our suppliers and other business partners to meet comparable standards, as reflected in our [Supplier Code of Conduct](#) and [Sustainable Procurement Policy](#).

Fundamental Areas of Commitment

- **Respect for Human Rights and Human Rights Due Diligence:** kp respects the human rights of all individuals, and is committed to implementing risk-based human rights due diligence processes designed to identify, prevent, mitigate, and, where appropriate, remediate adverse human rights impacts associated with our operations and business relationships. This includes integrating human rights considerations into relevant business decisions, monitoring salient risks, and taking appropriate action where risks are identified. We expect our suppliers to maintain their own human rights due diligence processes proportionate to their risk profile and to coordinate with kp in addressing identified risks.
- **Community and Stakeholder engagement:** We seek to create economic opportunity and long term value in the communities in which we operate. We engage, where appropriate, with relevant stakeholders, including employees, local communities and business partners, to understand and consider their perspectives, particularly where our activities may have material social or human rights impacts. Stakeholder engagement is conducted in a manner consistent with local legal requirements and business context and informs risk identification, mitigation actions, and continuous improvement.

¹ This includes three documents: The Universal Declaration of Human Rights, The International Covenant on Civil and Political Rights and The International Covenant on Economic, Social and Cultural Rights



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- *Valuing Diversity, Equal Opportunity and Non-Discrimination:* kp is committed to providing equal opportunity and maintain a workplace free from discrimination, harassment and bullying. Employment-related decisions, including recruitment, remuneration, promotion, training, and termination, are based on objective criteria such as qualifications, performance, and business requirements. We promote a fair and inclusive working environment that respects diversity, and upholds the principle of equal treatment. This commitment is supported by our [Diversity, Equity and Inclusion Policy](#).
- *Worker Health and Safety, Wages and Working Conditions:* kp is committed to providing a [safe and healthy work environment](#) and to preventing work-related injuries, illnesses, and accidents. We maintain occupational health and safety management practices appropriate to the nature of our operations, with the objective of zero harm and continuous improvement. We also comply with applicable laws on wages, working hours, overtime, benefits, and rest periods. We proactively benchmark against all local labor markets to ensure fair pay practices, and that we are compensating our employees competitively relative to the industry, even in countries where there are no minimum wage laws.
- *Career Development and Training:* In the modern competitive environment, employees are expected to continuously develop their skills and knowledge to perform effectively. kp supports learning and development initiatives to enhance efficiency, productivity, and professional growth. By providing employees with opportunities to learn and develop new competencies within their career path, kp supports engagement, capability, and long-term employability. Development opportunities are available to all permanent, full-time or part-time, employees. Employees with temporary/short-term contracts may attend trainings at their manager's discretion. Participation in role-relevant training opportunities is supported on an ongoing basis, and monitored to inform workforce development planning.
- *Freedom of Association and Collective Bargaining:* We respect our employees' rights to freedom of association and collective bargaining in accordance with applicable law. Employees may join, form or refrain from joining a workers' organisations without fear of retaliation, intimidation or harassment. Where employees are represented by legally recognised unions, we engage in constructive dialogue and bargain in good faith with authorised representatives, subject to local legal frameworks.
- *Modern Slavery and Child Labor:* We have zero tolerance for forced labour, compulsory labour, human trafficking, or child labour across our operations and supply chain. modern slavery, servitude, human trafficking, or any forced or compulsory labor anywhere in our supply chain, and expect our suppliers, vendors, and other third parties to avoid such practices. We will take appropriate action, which may include remediation, suspension or the termination of business relationships, with any third party found to be complicit in such practices, and will make any required reports to the relevant authorities. Further information may be found in our annual [Slavery and Human Trafficking Statements](#).
- *Avoiding the use of conflict minerals:* While there are no conflict minerals in the products kp manufactures, kp monitors the potential risk that these materials are used in our supply chains in small or trace amounts. kp is committed to conducting proportionate due diligence to determine whether these minerals exist in any of our supply chains, and where relevant, kp is committed to performing due diligence to determine traceability. This commitment is also outline in our [Sustainable Procurement Policy](#).



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ENFORCEMENT

Our [Code of Business Conduct and Ethics](#) (the Code) contains specific provisions addressing human rights, labor and business conduct and expressly states our commitment to the prevention of modern slavery, servitude, human trafficking, and any forced or compulsory labor.

Reported concerns are handled confidentially and without retaliation, assessed promptly, and addressed through corrective or disciplinary action, where appropriate. Every employee receives a copy of the kp Code during their on-boarding process and participates in annual refresher training. Any employee found to have violated the Code will be subject to disciplinary action, up to and including termination of employment.

ABOUT THIS POLICY

- **Scope:** This policy applies to all kp employees, and to contractors, agents, consultants or any others working for or on behalf of kp. Where there are local legal or regulatory requirements, local requirements will take precedence. This policy will be monitored and reviewed regularly to ensure continued alignment with applicable laws, best practice, and kp's sustainability strategy.
- **Communication and Responsibilities:** We will communicate this policy to our customers, suppliers, local communities and other key stakeholders via our Sustainability team. Any objectives under this policy are to be deployed across all kp sites and relevant business units. All employees are responsible for reading, acknowledging and adhering to this policy. This policy is published for general knowledge on the corporate intranet and website.
- **Violations:** We have established procedures for employees to report any potential violations or possible risk, the procedures are outlined in the kp Code of Conduct. Whistleblowers are granted anonymity and protection from retaliation. Reports are handled confidentially (subject to legal requirements), assessed promptly, and tracked to closure with appropriate corrective actions.
- **Approval and revision:** The Sustainability Leadership team is responsible for updating and reviewing this policy every two years, and sooner if there are material changes to kp's risk profile, operations, stakeholder expectations, or relevant standards. Annual performance review against KPIs will inform updates and improvement actions. The Group Sustainability Lead is responsible for the final approval of this policy.

Revision Date	Document Authorizer	Document Initiator	Revision Details	New Date	Review
March 2023	Yui Kamikawa VP Sustainability	Aida Cierco Senior Manager, Group Sustainability	New policy developed to align with kp's Sustainability Strategy	March 2025	
May 2024	Alan Richards COO and Head of Sustainability	Aida Cierco Group Sustainability Director	Policy updated with new authorizer	May 2026	
May 2026	Carolyn Tan Group Sustainability Lead	Tobias Best Group Senior Manager of Sustainability	Policy updated to align with kp's revised Sustainability Strategy and with new authoriser	May 2028	

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