

A large group of people, mostly men, are posing for a group photo on a sandy beach. They are arranged in many rows, with some standing on the sand and others on a concrete pier or breakwater. Many of the people have their arms raised in the air, some making 'V' signs. They are dressed in casual summer attire like t-shirts, shorts, and tank tops. In the background, the calm sea stretches to the horizon, with a few small boats visible. A large, rounded island is visible in the distance under a clear sky.

HR PATH ETHICAL CHARTER

HR **Path.**

Your way to people success

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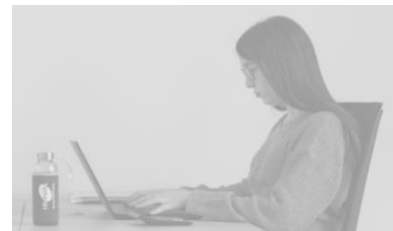
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5 | Founders' Message



Through its Ethical Charter, the HR Path Group formalises its commitments as a responsible employer.

Sharing the same strong values is what makes us as a company: professionalism, collegiality, proactivity and of course collaborates to our sharing culture. Our ultimate goal is our teams sharing this positive mindset.

Since the HR PATH's foundation in 2001, we as a company have attached great importance to respect for our employees. This ethical charter contributes to this.

These values form the basis for the ethical and professional conduct expected of all our teams, whatever their position or function within the Group.

2 | Human Resources

OUR VALUES

The corporate culture of the HR Path Group has been built on the model of an AGILE company, in order to encourage and promote our collective development. This is reflected in a high level of commitment and interaction between teams.

FLAT HIERARCHY

All employees have direct access to their managers, there are very few managerial layers to facilitate communication and initiative-taking between all players.

SMALL TEAMS

To guarantee this **proximity*** and **exchanges**, we organize ourselves more in communities than in hierarchical silos. We pay attention to the number of employees accompanied by each manager.

STRONG COMPANY CULTURE

Personal initiative and interaction promote our growth. This organization is built around a set of common values, embodied by our leaders and shared by every member of the Group.

INNOVATION AND CREATIVITY

Proposing or developing new work organisations, technologies or new tools enables our employees to be actors of growth and thus reinforce our development.

AUTONOMY* AND TRUST*

Each employee is free to organise his or her work, activities and working hours in accordance with the requirements of the consulting profession, while adapting to any personal constraints. This **trust*** in our employees is an essential element in the development of each and every one of us.

02 | HR mission



> On arrival at the company, each new employee is assigned a mentor who accompanies him/her in his/her integration until he/she takes up his/her position. The involvement of everyone in working as a team, in the service of our customers is a priority.

> As part of this support, all employees are guided by objective plans and informal discussions with their managers, project managers and HR, consolidated by annual performance interviews.

> The professional development of each employee is supported and trained to help them adapt to the consulting and payroll outsourcing (BPO) business.

Each employee ensures that they behave in accordance with the laws, regulations and customs in all countries where they work, with a concern for responsibility, integrity and professionalism.

The **proximity***, mutual **aid*** and good **atmosphere*** that prevails between consultants and managers are real assets to get the best out of each, in a dynamic company that gives itself the means to move forward and see projects through to completion.

* = verbatim extract from the 2021 Happy at Work survey

2 | Human Resources

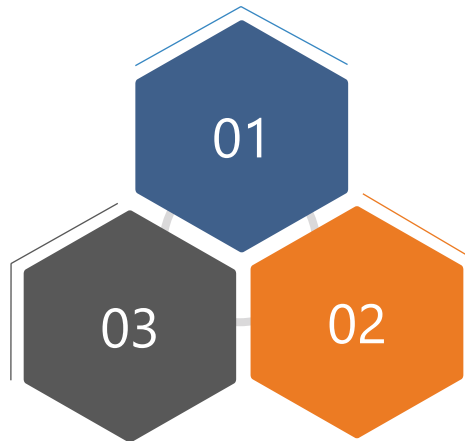
OUR COLLECTIVE COMMITMENTS

A mutual commitment

Working at HR Path means being actively involved throughout the projects. The strategy is clear and shared, we all invest ourselves to contribute to it. We take up challenges on a daily basis.

The freedom* to succeed

Working at HR Path means being able to participate in the entrepreneurial adventure of an ambitious group. There is no standard profile, we respect differences. The work is **fulfilling*** in a world under constraint. Decisions are fast. Our curiosity drives us to innovate in a changing environment.



A shared knowledge

Working at HR Path means evolving in a stimulating professional environment. We are recognized by our clients for our active **listening*** and service skills, our excellence and our modesty. When we win, we win together.

* = verbatim extract from 2021 Happy @Work survey

2 | Human Resources

NON-DISCRIMINATION POLICY

HR Path is committed to highlighting and encouraging diversity among candidates and teams by giving everyone the opportunity to join us, to progress through their aptitude, their investment, their initiative and team spirit*, without discrimination or taking into account criteria unrelated to their activity.

We are convinced that differences bring richness to all teams, and the Group's presence on several continents accentuates this cultural enrichment and encourages career opportunities*.

Management and executives do not tolerate any direct or indirect discrimination based on age, illness, sexual orientation, religion, pregnancy, ideas or beliefs. This vigilance applies from the time of recruitment and regardless of the countries in which the Group operates.

It is also reflected in a policy of non-discrimination in terms of pay. The only salary criteria are competence, investment, motivation, positive vibes, team spirit* and initiative.

CHILD LABOUR POLICY

The Group undertakes not to directly or indirectly employ employees under the legal age stipulated by the provisions of the various countries in which HR Path, our partners and our suppliers are represented.

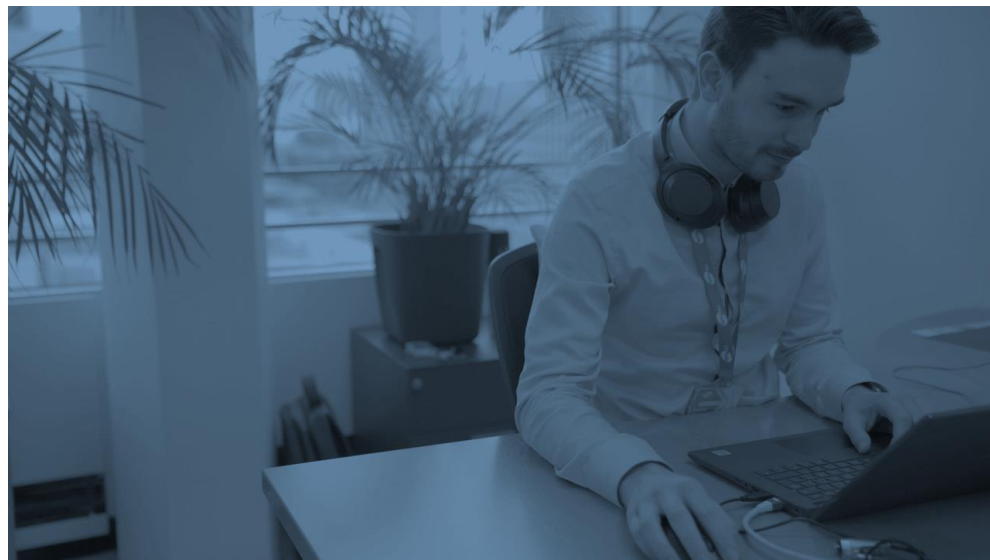
ILLEGAL WORKING POLICY

The Group's activities are carried out in respect of the applicable labour law and the employment protection legislation, in force in all the states we are operating. Every collaboration is regulated and frame-worked by an employment contract, in agreement with the national law and the values of the Group.

2 | Human Resources

HEALTH AND SAFETY AT WORK

HR Path is responsible for the health and safety of its employees at work. Each one commits himself to ensure that his activities are carried out in accordance with the existing rules in the company regarding health, safety and environmental protection.



3 | Diversity and Gender Equality

HR Path's ambition is to enable the growth of the Group by supporting men and women, juniors and seniors in all the countries where we are represented towards their professional goals and personal aspirations.

In order to satisfy teams in their personal lives, we encourage business development and geographical mobility within the Group.

The strategy is simple: recruit, promote and encourage all types of profiles, and continue to respect the gender balance, which today is close to a good balance (53% women and 47% men in 2021). This gender balance is our strength and the Group's wealth.



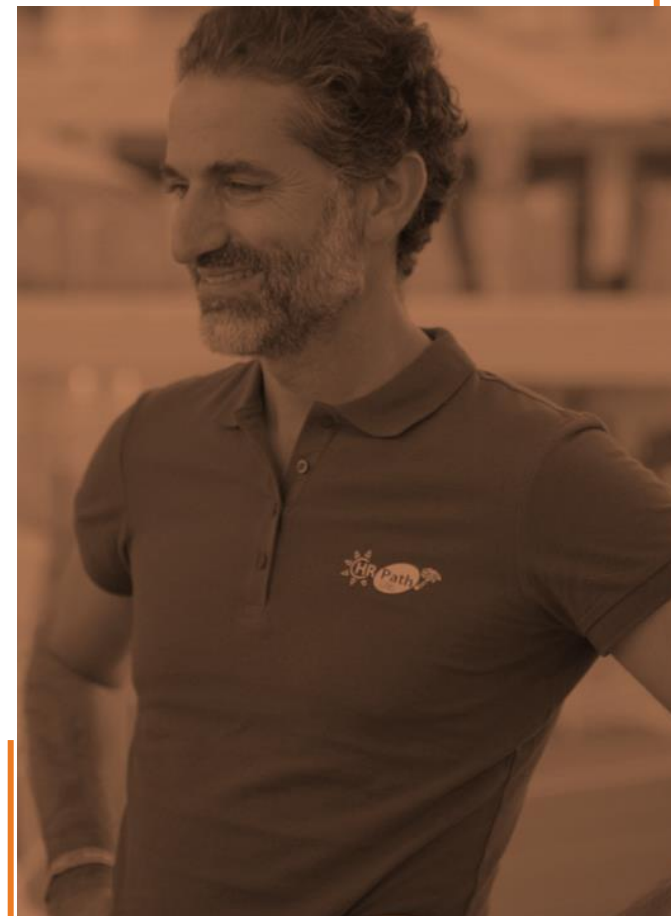
Welfare at Work

The well-being of our employees is part of our DNA, part of our values. It is the commitment of our management teams. It is demonstrated by listening to the needs of each individual, whether in terms of work organisation or the development of actions, at the initiative of the company or the employees, to promote serenity and well-being at work.

ORGANISATION OF WORKING TIME

The organisation of working time is based on **flexibility***: teleworking, flexible working hours, listening to the constraints of each employee. These arrangements are made taking into account the level of seniority and **autonomy*** of an employee on his or her job, the time and geographical constraints of customers and their expectations in terms of presence on their site. We adapt ourselves to the needs of each person, taking into account the constraints of our consulting activity.

This flexibility in the organisation of working time also revolves around the individual wishes and own organisation of working time of our clients in order to guarantee a quality service.



* = verbatim extract from Happy at Work 2021 enquiry/survey

Welfare at Work



INTERNAL EVENTS

At the initiative of the teams or partners, different moments of sharing and **conviviality*** are held on all the sites where we are established: from the **annual seminar*** organised by the Management, to the quarterly meetings and activities per branch, as well as sports or cultural activities and team-building actions.

LOCAL HR SUPPORT

HR Path has chosen to set up a local Human Resources Team*, which regularly travels to the different sites of the group, to certain customer sites to meet the employees, to listen to them, to answer their questions and to advise them.

This organisation enables us to convey our culture, to be attentive to personal wishes and initiatives, to take into account career aspirations and to transmit a global vision of the group.

* = verbatim extract from the 2021 Happy@Work survey

Welfare at work

WORKING TOGETHER

We have been labelled Happy@work both in 2018, 2019, 2020 and in 2021 in each business unit, in each country and globally. We are very proud of this.

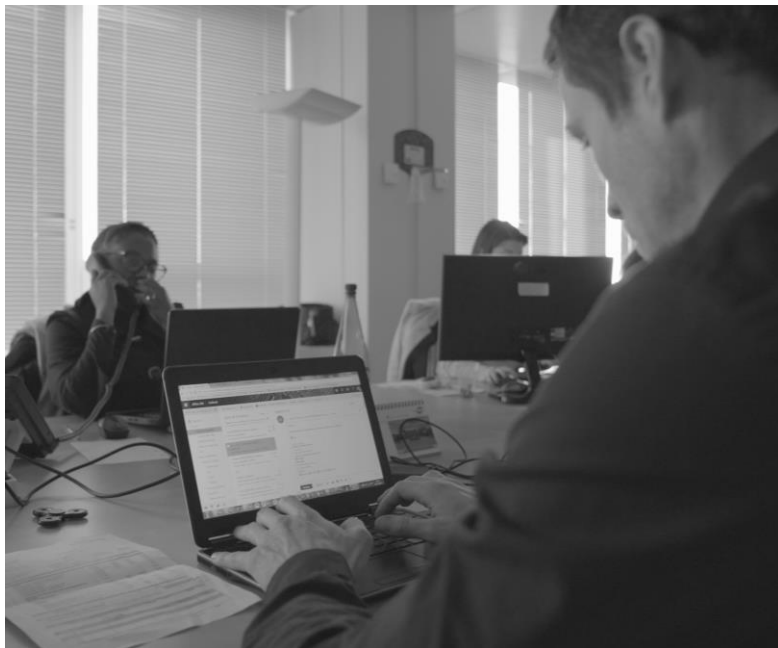
The convivial spaces are appropriate and allow informal exchanges on a daily basis.

To live in a community is to adopt an appropriate attitude in order to respect others by applying the rules of procedure.

Respect for each person's work is part of daily life, including in collective spaces.



05 | Legal duties



ANTI-CORRUPTION POLICY

All HR Path employees are prohibited from resorting to active or passive bribery;

- refrains from soliciting or accepting any advantage from a third party in exchange for the performance of an act falling within the scope of his or her duties.
- is not allowed to coerce, manipulate, mislead or fraudulently influence any third party engaged in the conduct of an audit/control of HR Path.
- must not accept or solicit any gifts, favors, invitations or other benefits for himself or herself or anyone else from persons or organizations with whom the employee (or has had) business dealings that may influence his or her impartiality.

5 | Legal duties

CONFLICT OF INTEREST POLICY

The direct personal interests of employees and the interests of HR Path must be strictly separated. In order to act in the best interest of the Group and to preserve its reputation by avoiding any conflict of interest, personal relationships or interests must not affect HR Path's business relationships with our customers or partners.

CONFIDENTIALITY AND PERSONAL DATA

We are committed to protecting the personal and confidential data of our employees, customers and partners.

We sensitize our employees to be attentive to data security.

HR Path processes personal data for legitimate reasons and in compliance with the General Data Protection Regulations.



8 | Corporate Social Responsibility



CHARITY WORK

As part of its CSR policy, HR Path solicits and supports the charitable activities in which our employees are involved.

Since 2016, we have been helping the Association Petit Cœur de Beurre, which fights against congenital heart disease, by offering all employees the opportunity to round up their salaries for the benefit of the association, to make one-off donations, or to participate in fundraising events.

Since 2018, we have created the HR Path foundation, with a fund dedicated to solidarity and social projects. This fund has enabled us to support the "Opportunité Réussite Scolaire & Sportive" association, which works to reintegrate young people in difficulty into the school system through sport.

Since 2019, we have been supporting Pédiatres du Monde, an NGO that works to improve the health of children in precarious and vulnerable situations in France and across the globe..

§ | Corporate Environmental Responsibility (CER)

PURCHASING POLICY

When the market allows it, our Purchasing department gives priority to service providers who implement responsible or societal actions, such as the employment of disabled workers, as we do today for the ordering of supplies in our various agencies.

MENTORING POLICY

In order to integrate, support, train and unite teams, we are developing a mentoring policy for the most junior employee profiles who join us. This enables them to integrate better and faster into the teams. Mentoring enables them to consolidate their effectiveness, their confidence in the face of assignments, learning or strengthening a profession and customer satisfaction from the moment they join.



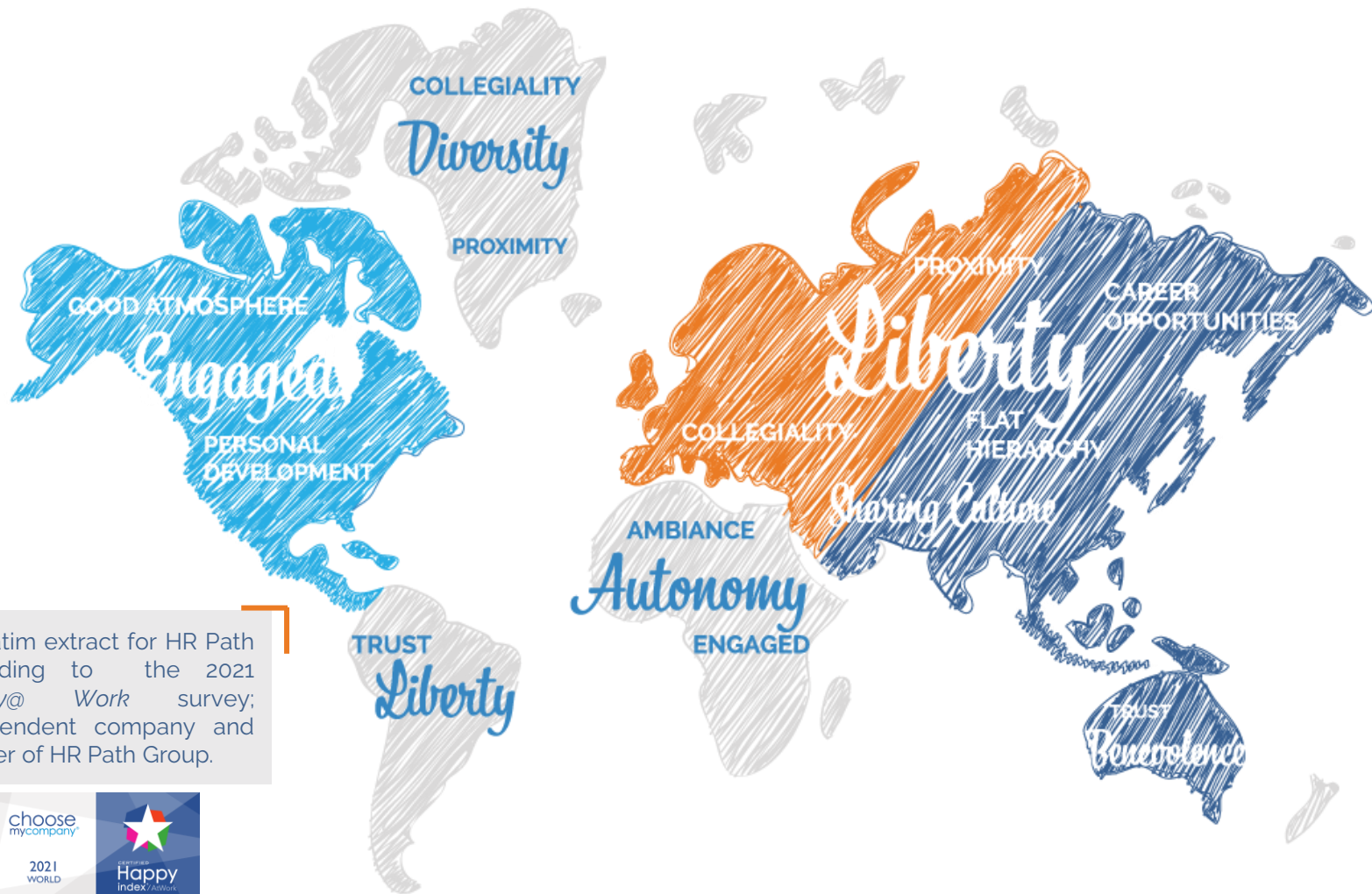
06 | Corporate and Environmental Responsibility



ECO-RESPONSIBILITY

Concerned about the ecological impacts of our activities :

- ✓ Our data is hosted by an IT manager who is a member of "The Green Gid", a global consortium that promotes energy-saving practices in data centers and actively contributes to the development of clean and renewable energies.
- ✓ We are developing partnerships with subcontractors, such as ESAT (Etablissements et Services d'Aide par le Travail). One of them consists in taking back used PCs, deleting and destroying data in order to offer them for resale to HR Path teams.
- ✓ We limit our printing by using an eco-responsible printer management system.
- ✓ We support actions such as the one led by the organization "One Tree Planted". In 2021, we contributed to the replanting of 1000 trees in the Amazon rainforest in South America, to act against the destruction of tropical forests and we are happy to renew this commitment for 2022.



Verbatim extract for HR Path according to the 2021 *Happy@ Work* survey; Independent company and partner of HR Path Group.



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