

# alimex-Human Rights Code and Working Conditions (Human Rights Code)

## Basics

alimex GmbH is committed to the internationally recognised human rights. In 2023, alimex joined the generally recognised compliance initiative of the German Association of Materials Management, Purchasing and Logistics (Bundesverbandes Materialwirtschaft, Einkauf und Logistik e.V. - BME) and takes part in an annual self-disclosure process. In October 2021, alimex joined the Aluminium Stewardship Initiative. Our goal is to avoid violations of human rights. This claim is in line with our values and our own image.

***alimex's responsibility in the area of human rights focuses on topics and areas of action in which it can assert its influence as a medium-sized family business.***

In this respect, it complements the obligations of states and sovereign institutions to protect human rights. Human rights are basic norms that serve to ensure the dignity and equality of all. They are universal, inalienable and indivisible rights to which every human being is equally entitled.

The following international standards are taken into account:

- The ILO Declaration on Fundamental Principles and Rights at Work and the ILO Core Labour Standards [LINK](#)
- The 10 principles of the UN Global Compact [LINK](#)
- The UN Guiding Principles on Business and Human Rights [LINK](#)

The International Labour Organization (ILO) is a specialised agency of the United Nations with its headquarters in Geneva. It is responsible for the formulation and enforcement of international labour and social standards.

The United Nations Global Compact, the world's largest and most important initiative for responsible corporate governance, has published 10 universal principles.

## The alimex Human Rights Code | Goals

This Human Rights Code defines and explains how alimex promotes human rights and implements ILO core labour standards in its business activities. It applies to all locations and for everyone alimex's business areas and focuses on the subject areas that are particularly relevant to the company and its employees. The alimex Code on Human Rights and Working Conditions applies in particular to

- Employees (Chapter 2)
- Suppliers (Chapter 3).

This Human Rights Code reaffirms and specifies the commitment to respecting human rights. It complements all existing company principles, policies and instructions.

## Promoting human rights and good working conditions at alimex

### Right to health and safety at work

Protecting and promoting the health of employees is a top priority for alimex.

The company complies with applicable occupational health and safety laws.


The responsible managers carry out their duties in accordance with the applicable occupational health and safety requirements at alimex. They ensure that the affected employees are regularly instructed in the relevant aspects of health and safety at work.

Managers receive regular training for this purpose.

In addition, alimex actively promotes physical and mental health in the area of employee health.

Responsible for change:	Compliance Officer	AJO
Process Owner:	CEO	PGR
Published by:	QM	AJO



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## Compensation

alimex offers its employees competitive and attractive compensation, which is supplemented by additional benefits.

## Working hours

alimex complies with applicable national working time regulations. Working hours and break planning takes both operational and individual concerns into account. alimex also grants 30 days holiday.

## Qualification

alimex promotes the long-term employability of its employees. It recruits new employees based on their individual abilities and promotes and develops them accordingly. The company develops the skills and talents of its employees in order to ensure high performance and employability in the long term.

## Right to privacy | Protection of personal data

Innovative information technologies and advancing media networking can pose major challenges when dealing with personal data in day-to-day business.

The Data Protection Officer ensures that the use of such data is in accordance with the law.

## Protection against discrimination and harassment

The equal treatment of all employees is a fundamental principle of alimex's corporate policy.

alimex does not tolerate discrimination or harassment of its employees. No one may be disadvantaged, favoured or harassed on the basis of characteristics such as gender, race, skin colour, religion, nationality, political or other beliefs, ethnic origin, disability, age, sexual orientation, or any other characteristics.

## Freedom of association and the right to collective bargaining

alimex recognises the right of all employees to form employee representations and to conduct collective bargaining regarding working conditions. The culture of alimex is characterised by trusting and constructive cooperation with the respective employee representatives. Employees are neither favoured nor disadvantaged due to their membership or non-membership of a union or employee representative body.

## Prohibition of forced labour

alimex does not tolerate any form of forced or compulsory labour. In accordance with the ILO core labour standards, alimex rejects the use of forced or illegal compulsory labour as part of its business activities.


## Prohibition of child labour

alimex does not tolerate any form of child labour. Children must not be prevented from their education by employment and thus restricted in their development. Children's dignity must be respected and their safety and health protected. In accordance with the ILO core labour standards, alimex adheres to the minimum age for employment and strictly prohibits child labour. This applies in particular to the worst forms of child labour, such as hazardous activities that can harm the health, safety, or decency of children.

## Rights of local communities near alimex locations

alimex respects the human rights of the local communities at its locations that could be affected by alimex's business activities. alimex is committed to using environmentally friendly and resource-efficient processes and procedures at its sites and to minimising impacts on the local population.



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## Promoting human rights and good working conditions among suppliers

alimex expects its suppliers to comply with human rights, especially the ILO core labour standards, the principles of the UN Global Compact and the UN Guiding Principles for Business and Human Rights. Alimex takes proactive measures – within the scope of its influence as a medium-sized family business – to adhere to and implement these principles along the value chain. alimex regards its ability to influence the value chain as low and sees states and sovereign institutions as having the primary duty to protect human rights. In order to promote compliance with social standards and respect for human rights in its supplier network, alimex is part of the Aluminium Stewardship Initiative (ASI).

## Implementation of the alimex Code of Human Rights and Working Conditions

When implementing the alimex Human Rights Code, alimex is guided by the requirements of the UN Guiding Principles on Business and Human Rights. The management process within the company and in relation to our business partners is constantly developed further based on a systematic internal risk analysis

. Human rights are an integral part of alimex's corporate culture. The alimex Human Rights Code is communicated to all employees. In addition, employees are trained regarding the associated positions if necessary. Employees can report training needs to their line manager, the HR department, or employee representatives.

## Responsibility

Managers are responsible for the implementation of the Alimex Human Rights Code in their division. Every employee is obliged to comply with the Alimex Human Rights Code and to align their professional actions with the principles formulated therein.

If there are indications of possible human rights violations, the employee can contact their manager or the HR department. All questions and comments will be treated confidentially.

## Review and dialogue

This Human Rights Code is the starting point for further dialogue with various stakeholders. alimex will regularly review its human rights stance and its implementation to ensure that it is up-to-date and effective and adapt it if necessary.

## Final provision

The alimex Code of Human Rights and Working Conditions comes into force on the day of its signing

- . No individual or third-party claims can be derived from this
- . Only the German language version of this Code is binding.

Willich, 9 March 2023

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Dr Philip Grothe (CEO)

