



# ETHICS CHARTER



## A WORD FROM THE CEO

*"Since its creation in 1980, Biolandes has made every effort to work with consideration for nature and people, placing people, preserving the environment and respect for local ecosystems at the heart of every decision it makes.*

*Biolandes' growth is based on an active approach to respecting local balance and is committed to ambitious objectives both in human and environmental terms.*

*As part of this policy, which is fully consistent with the values defended by the Group, Biolandes is implementing an ethical, responsible approach.*

*Integrity, ethics, loyalty, respect for individuals and combatting corruption are fundamental principles for the Group, which must guide the behaviour of each employee in carrying out their professional duties.*

*I therefore hope that each and every one of you will take ownership of our Ethics Charter and rigorously monitor its application, within the Group and with our customers, partners, suppliers and competitors.  
This is how we will demonstrate Biolandes' ethical commitment and contribute together to the Group's success.*

*Ethics is everyone's responsibility! Individually and collectively! »*

*Philippe Coutière  
CEO*

# THE ETHICAL COMMITMENTS OF THE BIOLANDES GROUP

As a responsible company, Biolandes ensures compliance with the following regulations and ethical principles, which are at the heart of each of its actions to implement a responsible vision of local, environmental and human balance.

Biolandes is committed to acting with integrity in the conduct of its business and to promoting human rights, consistent with the Group's values of quality and authenticity, placing the preservation of the environment and respect for local ecosystems at the heart of every decision it makes.

The Biolandes group considers integrity as a fundamental value of its culture and therefore of the ethical approach that results from it.

As such, Biolandes is particularly committed to:

## 1) **Respect laws and regulations**

Biolandes takes the necessary measures to guarantee the conduct of its activities in compliance with the laws and regulations in force.

If local regulations require higher standards than those in force in Biolandes' country of origin, local requirements take precedence.

Where the ethical requirements set out in this charter provide for higher standards, they replace local laws and regulations, unless they constitute an offence in the country concerned.

## 2) **Combatting corruption, fraud, influence peddling and money laundering**

Biolandes prohibits any act of corruption, influence peddling, illegal taking of interest, misappropriation of public funds, favouritism or any other breach of probity in the countries where it carries out its activities.

- ✓ Biolandes undertakes, for itself and for all persons under its responsibility or acting in its name and on its behalf, to respect all international and local laws, regulations and standards relating to the fight against corruption;
- ✓ Biolandes guarantees that neither it, nor any person under its responsibility or acting in its name or on its behalf, has granted or will

grant any offer, remuneration or payment or advantage of any kind, which constitutes or could constitute an act or attempt at corruption, directly or indirectly, with a view to or in consideration of the award or execution of a contract;

- ✓ Biolandes will ensure that an investigation is carried out diligently in the event of proof or suspicion relating to the commission of an act of corruption;

### **3) Respecting people's rights**

#### - *Combatting child labour*

Biolandes prohibits:

- ✓ The employment of people below the minimum age, namely the age of 14 for seasonal workers when local regulations provide for it, or the highest of the following cases: the legal age of employment or age of compulsory schooling or the age of 16 for non-seasonal workers. The company puts in place measures to ensure their application. These requirements include its own subcontracting and raw material supply chain.
- ✓ To employ people under the age of 18 to carry out dangerous work or night work.

#### - *Combatting forced labour (including modern slavery)*

Biolandes:

- ✓ Does not coerce or force employees to work using threats;
- ✓ Does not retain, unless legally required, employee passports;
- ✓ Does not keep employees' personal documents (work certificates, etc.);
- ✓ Recognises the right of employees to freely leave their employment subject to serving their notice period. If discharge letters or other documents are necessary for the employee to leave employment, they are issued without delay;
- ✓ Does not require payment or monetary deposit from its employees as a condition of employment;
- ✓ Bears for all employees the cost of employment eligibility expenses, including recruitment costs, travel and administrative costs (in case of international recruitment) and any additional costs associated with recruitment.

If Biolandes uses security personnel, their sole function is to ensure the safety

of employees and property. These personnel are not involved in disciplining employees.

Employees are free to move around their workplace (except in any areas restricted for security or confidentiality reasons).

They can use the toilet at any time and have access to drinking water.

- Working conditions

Biolandes:

- ✓ has put in place and communicated to people working on its behalf the conditions for applying disciplinary measures. These measures are fair, proportionate and compliant with regulations;
- ✓ does not practise or support the use of corporal punishment;
- ✓ does not practise or tolerate practices of sexual or moral harassment or verbal attacks;
- ✓ does not under any circumstances use abusive or cruel disciplinary practices towards people working on its behalf;
- ✓ guarantees each employee a salary at least equal to the legal minimum wage or equivalent to the average salary employed in its sector of activity;
- ✓ provides each employee with the benefits provided by local law and regulations.

As excessive working hours can lead to accidents and other health and safety problems, the normal working week is organised in accordance with local legislation as well as collective agreements and/or industry standards (overtime included).

Biolandes fulfils its obligations with regard to labour regulations, and in particular:

- ✓ prepares pay slips for its employees, keeps a register of personnel and hours worked;
- ✓ does not employ foreign employees not authorised to carry out a professional activity in the sector concerned or in the country where this activity is carried out;
- ✓ does not authorise deductions from wages (except those authorised by law) or other financial sanctions such as deductions for disciplinary sanctions;

- ✓ makes the applicable declarations required by social protection organisations and the tax administration;
- ✓ complies with the laws and regulations of the countries in which the Group operates.

Employees are informed of the terms and conditions of employment in a language they understand.

- Non-discrimination

Biolandes:

- ✓ Takes the necessary measures to promote gender equality and avoid any discrimination in hiring, remuneration, access to training, promotion, dismissal or retirement based on skin colour, sex, disability, family situation, gender identity, sexual orientation, age, political or philosophical opinions, religion, trade union membership, role as staff representative or ethnic, social, cultural or national origin (e.g. indigenous people);
- ✓ Does not carry out pregnancy or HIV screening tests before employment, unless these are legally required.

- Freedom of association and collective bargaining

Biolandes:

- ✓ Respects employees' freedom of association and the right to collective bargaining;
- ✓ Does not interfere in any election of staff representatives;
- ✓ Authorises, subject to legitimate interests, confidentiality and security rules, staff representatives to have access to the workplace, employees, collective agreements as well as relevant company documentation necessary for the exercise of their functions

- Health and safety

Biolandes:

- ✓ Provides its employees, contract and temporary workers with a clean, safe and healthy workplace;
- ✓ Takes all necessary measures to prevent accidents and injuries and has an organisation to assess, avoid and limit risks to the health and safety of all people present on its premises;
- ✓ Ensures that all people working on its behalf are informed and understand emergency evacuation procedures;

- Respect for privacy and personal data

Biolandes undertakes to ensure respect for the privacy of its employees and to only collect the personal data necessary for the proper functioning of activities, or if the law requires it, and to keep it securely. In accordance with applicable legal and regulatory provisions, everyone has the right to access, rectify, transfer and erase their data or limit its processing.

#### **4) Combatting conflict of interest situations**

Each Biolandes employee must, in all circumstances, act in the interests of the Group and its stakeholders, in compliance with the laws and regulations. As such, everyone must avoid any situation of conflict of interest, that is to say, any situation in which their action as an employee of the group could be influenced, or appear to be influenced, by their personal interest or by the personal interest of one of their relatives.

#### **5) Respecting the competition**

Biolandes attaches the utmost importance to respecting competition rules and rejects any anti-competitive practice.

#### **6) Ensuring confidentiality and communication with third parties**

Biolandes strives to ensure that the information provided is accurate, complete, precise and understandable, and ensures that the confidentiality of information relating to the company, its customers, suppliers and employees is respected.

#### **7) Guaranteeing protection of intellectual property and assets**

Employees have an obligation to protect the Group's tangible and intangible assets and must ensure that they respect and promote the intellectual property of the Group or others. No illicit use of professional equipment is permitted.

## SCOPE OF APPLICATION OF THE ETHICS CHARTER:

The provisions of this Ethics Charter apply to all employees of the Biolandes Group, regardless of their function and place of work.

Each employee must play an active role in preventing the risks of ethical violations within the Group. This is why each employee must read this Charter and undertake to respect it within the context of their work and comply with the laws and regulations in force.

We also expect our various partners (suppliers, subcontractors, etc.) to respect these same commitments as part of the services provided for the Biolandes Group.

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