

# Stahl Group SA

## Diversity and Inclusion policy

January 2018

### 1. Introduction

We employ more than 2,100 employees at 13 manufacturing sites and 38 application labs in 24 countries. That is why we are committed to a culture that embraces and fosters diversity and inclusion.

Stahl recognizes diversity as one of our most important resources because we believe that if it can be imagined, it can be created. To support this belief, each of us must be different. We put this fundamental principle into practice every day.

Stahl is committed to embedding equality, diversity and inclusion across the organization rather than it being viewed as an abstract principle. We ensure that equal treatment and social inclusion are the heart of our organization. No matter what we do. No matter where we are.

Considering multiple viewpoints and perspectives helps us effectively anticipate and address the expectations of our customers, our people, our shareholders and our communities. Our commitment to diversity and inclusion will continue to produce a more innovative and responsive organization.

Finally, we also believe that there is much more to diversity than age, gender, race and cultural background such as different way of thinking and that a diverse workplace includes people, which can offer a range of different viewpoints and ideas.

### 2. Definitions

#### 2.1 Diversity

Diversity refers to the visible and invisible differences that exist between people and to all the characteristics that make individuals different from each other, including but not limited to gender, race, age, culture, language, religion, sexual orientation, nationality, political opinion, family status and in general diverse ways of thinking and diverse ways of working.

#### 2.2 Inclusion

Inclusion refers to encouraging practices and behaviours in the workplace to ensure that individuals feel included within workplace activities without any barriers or obstacles as a result of their age, gender, language, race, sexual orientation, physical ability, religious belief, family status and nationality.

#### 2.3 Unlawful Discrimination

Any practice which makes distinctions between individuals or groups to disadvantage some and advantage others, based on one or more of the following attributes:

- age, marital status, gender, religion, ethnic origin, colour, race, employment status, disability (including illness), sexual orientation, political opinion, family status and involvement or non-involvement in the activities of a union.

### 3. Scope

This policy applies to the Board members, all employees, potential employees, as well as hired labor and trainees (work experience and student placements).

This policy applies to all aspects of the employment cycle at Stahl worldwide including recruitment and selection, learning and development, education, sickness and absence and to reasons for termination of the employment relationship.

All employees and workers are responsible for treating colleagues with dignity and respect and creating an inclusive culture free from discrimination, bullying, harassment and victimisation irrespective of age, colour, disability, ethnic or national origin, gender, gender expression, gender identity, marital status, pregnancy, race, religion or belief, or sexual orientation.

This policy does not deal with specific procedural elements contained in The Stahl Hiring policy and is in accordance with Stahl Employee Code of Conduct and Stahl Statement on Modern Slavery.

#### 4. Objectives

Stahl is committed to provide an organizational culture and workplace that fosters diversity and inclusion across all levels of business. To achieve this important objective, each and every of us at Stahl have to promote this culture, which supports and respects the value and the need of all individuals.

At Stahl all employees, hired labor and representatives should support the Group's Diversity and Inclusion initiatives and behave appropriately in the workplace. Specific responsibilities include:

- ensuring that colleagues, customers and other stakeholders are treated fairly and equally within the workplace.
- seeking to ensure that business practices and processes do not prevent people from diverse backgrounds having equality of opportunity within Stahl Group.
- promoting and encouraging a diverse and inclusive workforce drawing on the differing knowledge, perspectives, way of thinking, experience and styles present in our global community.
- striving to create an inclusive environment respectful of all cultural backgrounds and beliefs, including by recognising and celebrating various multicultural events across the business.

Accommodation and adjustments should be made where reasonable to enable people with a disability to perform their jobs focusing on their abilities rather than disabilities and valuing the contribution they make to the Group.

#### 5. Recruitment and selection

Recruitment and selection will be undertaken in accordance with The Stahl Hiring policy. Individuals will be selected on the basis of their relevant merits and ability to perform the job following a transparent selection process. In particular, during the hiring process the management will take into consideration issues of diversity and will ensure that there is no intended or unintended discrimination through the process. Stahl provides equal employment opportunity to all applicants and employees.

Consistent with our strategy to grow our inclusive leadership capability, Diversity and Inclusion principles are embedded within our core leadership development programmes to encourage managers to demonstrate these as part of their leadership activities. We will also build cultural intelligence and equality into our performance review, hiring and talent identification processes.

At Stahl we believe that recruiting and retaining a diverse, inclusive group of employees allows us to be better able to develop fresh ideas that will meet the needs of the whole market place.

#### 6. Education and learning development

Stahl is committed to ensuring that all employees have equal opportunity to access education and learning as appropriate to their roles, career development and promotion.

Learning, development and progression opportunities will be made available to all employees taking into consideration their role and function. Other promotional or developmental opportunities will be filled based on merit, experience and other company or job-related criteria.

We will actively support initiatives which encourage Diversity such as training programs amongst others and participating where appropriate in any external organizations pursuing similar objectives.

#### 7. Flexible work arrangements

Stahl recognizes the importance of flexible work practices in order to assist employees to meet their personal needs outside of work and balance personal and work responsibilities.

#### 8. Breach of the policy

Breaches or alleged breaches of this policy will not be tolerated and will be fully investigated and dealt with under the disciplinary procedures where appropriate.

Bullying, harassment of any nature, victimisation, vilification or any other offensive behaviour based on racial hatred or behaviour likely to humiliate, offend, intimidate or insult others will not be tolerated.

Preventing and tackling inappropriate behaviour and conduct is essential to ensuring that Stahl is well-managed and it is committed to continually working towards achieving a culture where bullying and harassment are out of place.

Individuals must immediately report any Unlawful Discrimination or breaches of this policy to one of the following and co-operate with company investigations:

- Their line manager
- Human Resources
- Compliance Officer

No individual will suffer retaliation for reporting or participating in the investigation of a genuine complaint made in good faith. Individuals who believe they have been subjected to retaliation may use any of the resources described above to report their concerns.