



Compliance policy

A Jifmar Group policy



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Jifmar Group's objective is to have exemplary ethics regarding the well-being of its employees and third parties. The prevention, detection and, where necessary, management of conflicts of interest are deployed to safeguard the best interests of Jifmar Group and its stakeholders. As part of the company's activities, situations may arise that could harm the interests of customers, employees, or any other stakeholder of Jifmar Group. This policy applies to all Jifmar Group offices, projects, sites and assets. It is based on all employee's understanding and application of the following principles.

CONFLICT OF INTEREST

01. Disclosure obligation

All Jifmar Group employees must disclose any known or potential conflict of interest as soon as it arises.

02. Identification and feedback

Identifying and keeping a record of activities/situations that give rise or may lead to conflicts of interest.

03. Investigating potential conflicts

When a possible conflict of interest arises, the top management will collect all pertinent information and may question any concerned parties. If the top management determines that a conflict exists, actions will be taken to address the conflict. If no conflict exists, the inquiry may be documented but no further action will be taken.

04. Addressing conflicts of interest

Any transaction that may have been affected will be reviewed when an actual conflict of interest is found. Affected parties, both within and outside of the business, including shareholders, directors, employees, and contractors, will be notified. The top management will also conduct an investigation to determine the extent of the conflict and the intentions of the parties involved.

05. Disciplinary action

As all conflicts of interest will be reviewed on a case-by-case basis, a review may result in disciplinary action. The top management has full discretion to define what disciplinary action is both fitting and necessary.

ETHICS & PEOPLE

01. Impartiality

Recruitment, management of employees as well as remuneration are all based on equitable principles: experience, commitment, qualifications... and not on discriminatory criteria such as gender, religion, age, physical appearance, social rank, etc. Jifmar Group has set up a recruitment charter and an EDI charter (Equality, Diversity & Inclusion) to ensure that this policy is respected.

02. Respect, integrity and goodwill

Encouraging all employees to show respect and empathy with each other is particularly important, and breezing is not tolerated within our organization.

03. Partnerships commitment

Surrounding ourselves with employees, partners and service providers who share our values and commitments is essential and forms part of our selection criteria. Jifmar seeks to work with partners, subcontractors and third parties who respect international standards and have high ethical and human values (see charter of commitments).

04. Employees support

Supporting and listening to employees is essential to the management of the company. Tools are in place to improve employee feedback, such as the HSE application, individual appraisals and mastery reviews. ... In order to guarantee a balance between private and professional life, a disconnection rights charter has also been put in place.

05. Transparency with all stakeholders

Jifmar Group wants to be loyal, honest, and transparent with its employees, clients, competitors and all its stakeholders, cultivating a culture of integrity. Since 2018, Jifmar has issued each year an ESG report.

06. Forced labor

Jifmar does not tolerate any type of forced labour, prohibited by recognised international standards, within the Jifmar Group supply chain or at the sites of subcontractors and third parties. This policy will be regularly reviewed and updated to ensure compliance with international standards, national laws and regulations.



ANTI-CORRUPTION

In its fight against corruption at all levels, Jifmar Group commits to the following:

- Making no distinction between public officials and private persons: corruption will not be tolerated, regardless of the status of the beneficiary.
- No cash or other consideration in kind should be offered in order to get a return favor.
- Conversely, apply a strict policy of zero tolerance for any bribes you may be offered.
- Raising the awareness of staff in the fight against corruption, in order to have an impact at all levels of the company.
- The monitoring of individual employees to ensure that no kind of corruption, large or small, implicates Jifmar, even unintentionally.
- Taking part in the protection of "whistle blowers".
- Adopt the principles of Resolution 97, as passed by the Committee of Ministers on 6th November 1997, matched to the scale of its operations.

Jean-Michel BERUD, Jifmar Group CEO