



EFFECTIVE DATE: 15 02 2023

OWNERS OF THE POLICY: CHIEF HUMAN RESOURCES OFFICER AND
CHIEF PROCUREMENT OFFICER

HUMAN RIGHTS POLICY

VERSION 4

FOR INTERNAL AND EXTERNAL USE

I. PURPOSE

At Firmenich, we operate an “Inclusive Capitalism” business model. This means that we grow our business while creating long-term value for all our stakeholders. Our objective is to generate positive impact on people, planet and society while working together with colleagues, suppliers, partners, and our customers. Therefore, as a responsible company, we align our business objectives with the United Nations Sustainable Development Goals (UN SDGs) and uphold the highest human rights standards throughout our operations.

Our Human Rights Policy outlines our commitment and approach to human rights as well as our expectations from our business partners. We believe that collaboration between different actors and stakeholders is essential for promoting human rights implementation and amplifying positive impact.

This policy is aligned with our Fundamentals and complements existing Statements and Policies, specifically our Code of Ethics, Responsible Sourcing Policy, Position Statement on Palm Oil, Biodiversity Public Statement, Modern Slavery Statement, Conflict Minerals Statement, Confidentiality and General Data Protection Regulation (GDPR) Policy¹.

¹ [Our Company: Policies, position statements & reports | Firmenich](#)

II. SCOPE

This Policy is based on the International Bill of Rights (consisting of the Universal Declaration of Human rights, the International Covenant on Civil and Political Rights and the International Covenant on Economic, Social and Cultural Rights) and the International Labor Organization’s Declaration on the Fundamental Principles and Rights at Work. In addition, the UN Guiding Principles for Business and Human Rights and the OECD Guidelines for Multinational Enterprises help us implement our commitment. As a signatory of the United Nation (UN) Global Compact, Firmenich promotes decent work in global supply chains and works towards this goal with its suppliers. We have emphasized our commitment to this cause by signing the UN Global Compact Action Platform for Decent Work in Global Supply Chains.

This policy applies to every employee, officer, and director of Firmenich, its subsidiaries and affiliates worldwide, as well as third parties acting on behalf of Firmenich. It is the responsibility of each Firmenich colleague and partner to adhere to our Human Rights Policy and promote a culture where rights are understood and respected.

The policy also applies to all our direct and indirect suppliers² and sets an expectation for all our business partners to uphold the principles herein and adopt similar policies within their own businesses.

Our employees and business partners are expected to abide by all national laws on human rights in the countries where they operate. Where national law and international human rights standards differ, we seek ways to honour the principles of internationally recognized human rights when faced with conflicting requirements.

We include below a visualization of Firmenich’s current value chain, which highlights where we see the key rightsholders located throughout our value chain. This mapping helps us to identify and prioritise our salient risks and identify who from our value chains is mostly at Risk depending on the salient issue.



² Direct Supplier defined as an individual/ organization that supplies raw and packaging materials.
Indirect Supplier defined as an individual/ organization providing supplies and services.

III. POLICY STATEMENTS

This policy will guide all human rights-related strategies, management, and actions.

In alignment with the expectations set forth in the UN Guiding Principles for Business and Human Rights, Firmenich has adopted a human rights due diligence approach. This includes the following steps:

- Identify actual and potential human rights impacts, including emerging risks;
- Address our findings by implementing respective policies and processes;
- Track the effectiveness of our actions and disclose the progress made;
- Communicate regularly to our stakeholders on how we address impacts.

We recognize that human rights due diligence is a continuous process, and we are eager to continuously evolve our efforts.

IV. ASSESSING & PRIORITISING SALIENT RISKS

Firmenich assesses and prioritises human rights risks according to the concept of salience. This means, that we look at the risk to people first and not the business. We consider the severity of adverse impacts to people based on scale, scope and irremediability. For Firmenich, those risks include living wage, child labour, forced labour, modern slavery and human trafficking, workers representation, harassment and discrimination, health & safety, mental health, diversity and belongings, and biodiversity and human rights. These areas are translated into policy requirements laid out below.

In line with our Responsible Sourcing Policy, we expect our suppliers to review our Human Rights Policy and develop their own commitments toward human rights for their own operations. We invite our suppliers to consider our list of salient issues and identify the human rights issues that are most at risk in their operations. The lists could vary slightly depending on their respective assessments. Where the application of the policy requirements (e.g., living wage) depends on different benchmarks and methodologies, we invite our suppliers to contact us, and we will partner with them on this journey.

V. POLICY REQUIREMENTS

Leveraging the definition of the rightsholders in our value chain, we are describing the requirements as below.

LIVING WAGE

What Is It And Why Does It Matter?

Living wage can be defined as the monthly, weekly, hourly wage that an adult worker must earn to afford a decent standard of living for themselves and all the members of their household.³

A living wage should guarantee that all members of the household have access to a nutritious diet, clean water, decent housing, education, health care, transportation, clothing, and other essential needs in the worker's local area, plus provisions for savings and unexpected events.

Who Is At Risk?

Employees, Suppliers and Smallholders.⁴

Policy Requirement.

Pay fair and equitable wages in line with best practices. The wage should cover the fundamental needs of employees and their families and follow responsible principles for fair compensation: pay equity, a reward for performance, business strategy alignment, market competitiveness, transparency.

³ Defined in line with The Global Living Wage Coalition and ETI Living Wage Standards

⁴ For smallholders, we use the term "living income" rather than "living wage." The definition of living income is based on the definition of living wage, but it is applied to independent and self-employed workers rather than employees.

CHILD LABOR

What Is It And Why Does It Matter?

Child labour refers to any form of work that deprives children of their childhood, their potential and dignity, and that is harmful to their physical and mental development. While 15 is the minimum age at which a child may be employed, this age goes up to 18 in case of hazardous work.⁵

Child labour is widespread in many regions and is common in industries such as agriculture and certain services such as facility management.

Who Is At Risk?

Suppliers and Smallholders.

Policy Requirement.

We do not practice or tolerate any form of child labour and collaborate with other stakeholders in the supply chain to identify and address potential issues. In the event of children found to be involved in business activities, Firmenich works to educate stakeholders and ensure remediation so that these young workers' right to an education is not infringed.

FORCED LABOUR, MODERN SLAVERY AND HUMAN TRAFFICKING

What Is It And Why Does It Matter?

Forced labour, often mentioned as modern slavery or human trafficking, refers to work or service that is forced on a person under threat of a penalty and which the person has not offered voluntarily. We are aware that forced labour in companies' operations and supply chains is often a hidden issue and strive to identify and address any heightened risks of worker exploitation in our value chain.

Who Is At Risk?

Employees, Suppliers and Smallholders.

Policy Requirement.

Prohibit all forms of forced labour, collaborate with supply chain stakeholders to identify associated risks, and seek out remedies in the event where forced labour could be a risk, including consideration of the Employer Pays Principles. Please refer to our Modern Slavery statement for more details.

DISCRIMINATION AND HARASSMENT

What Is It And Why Does It Matter?

Discrimination is defined as the unfair treatment of one person in comparison to another, whereas harassment can take many forms, including activity or behaviour that is retaliatory, intimidating or hostile such as offensive language or inappropriate jokes.

We do not tolerate any form of discrimination, harassment, or retaliation of any kind as they are destructive to the team environment we seek to foster. They can also have a negative impact on mental health and wellbeing, through a loss of motivation, decreased productivity, and a lack of trust in colleagues at work.

Who Is At Risk?

Employees, Suppliers and Smallholders.

Policy Requirement.

We commit to the principles of non-discrimination and harassment. This means that all workplace decisions are made without regard to personal characteristics, including race, age, gender, religion, or disability.

⁵ Defined by Article 3 (d) of ILO Convention concerning the Prohibition and Immediate Action for the Elimination of the Worst Forms of Child Labour, 1999 (No. 182) as: (d) work which by its nature or the circumstances in which it is carried out, is likely to harm the health, safety, or morals of children.

OCCUPATIONAL HEALTH & SAFETY

What Is It And Why Does It Matter?

Occupational Health & Safety is the maintenance and promotion of workers' health and working capacity; the improvement of the working environment and work to become conducive to safety and health; and the development of work organizations and working cultures in a direction which supports health and safety at work.⁶

Human rights start with the occupational health and safety of all our employees from offices and labs to our production sites. Our goal is zero harm to our employees, their families, our business partners, customers, and the communities in which we operate.

Who Is At Risk?

Employees, Suppliers and Smallholders.

Policy Requirement.

Provide a safe, healthy, and secure workplace and strive for continuous improvement to achieve and maintain best-in-class health, well-being, safety, and security standards.

WORKING HOURS

What Is It And Why Does It Matter?

Working hours are the maximal number of hours that employees can be asked to perform their duties on a daily, monthly, or annual basis. The first ILO Convention, adopted in 1919 was concerned with regulating working hours and, in conjunction with other conventions, has set that standard to 48 regular hours per week with a maximum of 12 hours overtime.⁷

We want to protect the health and safety of our employees by ensuring that they are working within the legally established working time requirements across the markets where we operate and that they benefit from annual paid time off.

Who Is At Risk?

Employees and Suppliers.

Policy Requirement.

We respect and adhere to all legal guidelines and requirements related to working time and paid time off, while adopting more beneficial standards wherever there is a conflict.

FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

What Is It And Why Does It Matter?

Individuals have the right to interact and organise among themselves in order to collectively express, promote, pursue, and defend common interests under the right to freedom of association. This includes the right to organise labour unions. Collective bargaining is a channel for workers and employers to agree on issues that affect the workplace environment.

The rights to freedom of association and collective bargaining are referred to as “enabling rights” as they can assist with realising decent working conditions and contribute to economic and social development as well. We recognize that bargain agreements can play a positive role in enhancing employees' engagement and the company's performance by contributing to the well-being of individuals.

Who Is At Risk?

Employees, Suppliers and Smallholders.

Policy Requirement.

Respect employees' right to freely form or join a labour union and give employees a voice through collective bargaining agreements.

⁶ As defined by the International Labor Organization (ILO) and the World Health.

⁷ <https://www.ilo.org/global/standards/subjects-covered-by-international-labour-standards/working-time/lang--en/index.htm>

DIVERSITY & BELONGING

What Is It And Why Does It Matter?

All people, regardless of their gender, age, race, ethnicity, religion, marital status, sexual orientation, gender identity, experience, socio-economic status, and abilities, must be given fair and equal opportunities when it comes to recruitment, compensation, and career development.

At Firmenich, we deeply believe that diversity, and most importantly a work environment where all our colleagues feel they belong, drive innovation and market growth. It also enables Firmenich to better understand and respond to our diverse global customer base as well as embrace societal change. Cultivating a sense of belonging gives us a competitive advantage as it helps us to attract, develop and retain the best talented and diverse people.

Who is at risk?

Employees, Suppliers and Smallholders.

Policy requirement.

Foster a culture of belonging and provide a thriving work environment where everyone is respected, heard, and valued.

MENTAL HEALTH

What Is It And Why Does It Matter?

Mental health is a state of well-being in which an individual realizes their own abilities, can cope with the normal stresses of life, can work productively and is able to contribute to their community.⁸

Over one in every four people in the general population and one in every six workers is likely to be suffering from a mental health condition, in any given year. We aim to raise awareness to break the stigma on mental health, enhance resilience and coping capacity, and provide access to treatment and services.

Who Is At Risk?

Employees and Suppliers.

Policy Requirement.

Creating a healthy work environment where our people can be themselves at work, feel positive and confident in their ability to embrace the future with agility.

BIODIVERSITY CONSERVATION & HUMAN RIGHTS

What Is It And Why Is It Important?

In our value chain, Firmenich relies on approximately 450 species, mainly plants. These natural raw materials grow in different ecosystems around the world. Biodiversity is fundamental to our business: it underpins security of supply and is a constant source of inspiration and innovation. We acknowledge biodiversity as one of our salient issues, recognising that the full enjoyment of human rights, including the rights to life, health, food and water, depends on biodiversity. Conserving biodiversity therefore is critical to achieving food security, poverty reduction, and more inclusive and equitable development. Action to halt and then reverse biodiversity loss must be dramatically and urgently scaled up. At Firmenich, we recognize that production of natural raw materials and land tenure are crucial for the livelihoods of local communities.

Who Is At Risk?

Customers and Consumers, Suppliers and Smallholders,

Policy Requirement.

In sourcing our natural raw materials, we follow our Responsible Sourcing Policy which includes explicit requirements on respecting human rights, the environment and biodiversity. Several Firmenich initiatives also contribute to preventing biodiversity loss, such as promoting regenerative agriculture and fighting deforestation and land conversion. Our [Biodiversity Public Statement](#) contains more information on our commitments. We also expect our Suppliers to take necessary actions along their supply chains to prevent biodiversity loss and to follow our Responsible Sourcing Policy.

⁸ As defined by the World Health Organization (WHO).

Given the close connection between many of these initiatives and issues of land tenure, we stress here that we oppose any kind of land acquisition which is illegal or negatively impacts local communities.

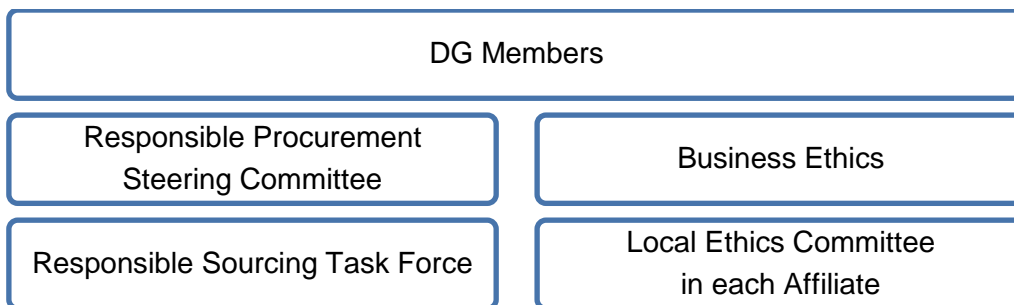
VI. POLICY IMPLEMENTATION

GOVERNANCE AND ACCOUNTABILITY

We are putting our commitment to human rights into action by developing policies and processes. It is our aim to foster a culture of respect, which is why we are establishing ownership for human rights at the highest level of the company. This reflects our conviction that human rights are a priority, which is supported by our latest materiality assessment (Refer to our [ESG report](#)).

This policy is owned by our Chief Human Resources Officer (CHRO) and approved jointly by our Chief Human Resources Officer (CHRO) and Chief Procurement Officer (CPO). Ownership and management of each focus area is assigned to the relevant division and function within our company and is supported by a global 'Speak Up' policy that encourages all internal and external stakeholders to report suspected violations.

We seek to create clusters of expertise for specific issues through dedicated committees such as the Responsible Procurement Steering Committee and Local Ethics Committees seating in each Affiliates which could be escalated to Global Ethics Committee as per the Local Ethics Committee Charter.



We recognise the importance of reporting on our effectiveness with respect to our commitment to human rights in our annual global Sustainability Report. Our latest report can be found [here](#).

ENGAGEMENT WITH STAKEHOLDERS

To put this policy into action, we engage with stakeholders, particularly those who are most at risk of being severely impacted and refine our approach as our knowledge improves. We maintain an open dialogue with our employees through several communications, and training on policies such as the Code of Ethics, Modern Slavery, Responsible Sourcing, and other engagement activities. We engage with our suppliers by implementing our Responsible Sourcing Policy.

TRAINING

We continue building awareness of human rights through training and engagement with expert partners. We train targeted audiences through mandatory sessions on themes relevant to their scope of activities. We also strive to drive awareness and adherence by our strategic suppliers with appropriate tools to help them better understand and integrate human rights considerations into their day-to-day roles and functions.

GRIEVANCE MECHANISMS

Firmenich employees and other stakeholders who are negatively impacted by our company's activities or business relationships are given appropriate channels to report on any issue and are also provided with an effective remedy when the company has caused or contributed to the grievance. We use

grievance mechanisms such as the Firmenich Speak Up Platform (Hotline) to report concerns in confidence. The 24/7 Speak Up Platform is available to anyone (e.g., co-workers, suppliers, external staff, former co-workers, future co-workers, consultants, third parties related in any way to Firmenich as suppliers, clients etc.) who sees, hears, or experiences a violation of our policies or the law. We understand that the decision of speaking up is difficult and will ensure that the identity of anyone who reports concerns will remain anonymous. Firmenich will not retaliate, and will not tolerate retaliation, against any individual who reports a valid concern in good faith or who participates in the following up of such a concern. Any act of retaliation may lead to disciplinary measures or legal actions. Please refer to the [Firmenich Speak Up Policy](#) for detailed information about how to use it.

VII. EXCEPTIONS

None.

VIII. POLICY MANAGEMENT

Firmenich reserves the right to change this policy at any time and without notice. In case of questions, please contact the Chief Human Resources Officer.

Version	Date of issue	Effective date	Purpose of change
1	14 04 2018	14 04 2018	<ul style="list-style-type: none"> New Policy release.
2	29 06 2020	01 07 2020	<ul style="list-style-type: none"> Merged the Social Accountability Standard (SAS) with the Human Rights Policy Statement. Extended the statement to a policy.
3	17 06 2021	01 07 2021	<ul style="list-style-type: none"> Clarified our expectations from suppliers. Listed our salient issues. Updated language on wages. Referenced our Diversity and Belonging Policy.
4	06 02 2023	15 02 2023	<ul style="list-style-type: none"> Policy review Addition of Biodiversity as salient feature Change in governance structure Updated grievance mechanism Overall language modification.

IX. SUPPORTING DOCUMENTS

This policy should be read in conjunction with the following documents:

- Code of Ethics
- Corporate Policy on Diversity and Belonging
- Responsible Sourcing Policy
- Modern Slavery Statement
- Conflict Minerals Statement
- Biodiversity Public Statement

You can find our policies at <https://www.firmenich.com/company/about-us/policies-position-statements>