



# Bureau Veritas

## Human Rights and Labour Policy

2018 December 12



Dear colleagues,

Human Rights and Labour principles are fully part of Bureau Veritas values.

As an international company with a presence in 140 countries, Bureau Veritas is committed to support and respect the protection of internationally proclaimed human rights, irrespectively of the country we work in or the activity we work for.

The present policy defines Bureau Veritas Human Rights principles common to all Bureau Veritas employees, to be promoted in all situations, whatever the local regulations or practices are. It is based on Human Rights international standards.

It applies to all of us being members of Bureau Veritas, suppliers, subcontractors or partners. It should be read in conjuncture with the Bureau Veritas Code of Ethics which, amongst other things, sets forth the Bureau Veritas Four Core Values:

- **Integrity and Ethics**
- **Impartiality and Independence**
- **Respect for all individuals**
- **Social and environmental responsibility**

While Bureau Veritas believes it is the responsibility of governments to protect and uphold the human rights of their citizens, Bureau Veritas recognizes its responsibility to respect human rights and is committed to supporting the Human Rights in the conduct of all of its operations throughout the world, including in its global supply chain.

Bureau Veritas is committed to the implementation of this policy and to a programme of action to ensure that the policy is, and continues to be, fully effective.

The overall responsibility for the policy lies with Management; however, each of us, as employee is required to comply with the policy and to act in accordance with its objectives so as to ensure everyone is treated with the dignity and respect he deserves.

Didier Michaud-Daniel  
Chief Executive Officer





## **Our Commitments**

### **Respect for Human Rights**

Bureau Veritas is committed to maintaining and improving systems and processes to identify, prevent and mitigate any human rights abuse of its operations.

Bureau Veritas assesses human rights related risks of its operations and its subsidiaries, subcontractors and suppliers and sets a vigilance plan designed to prevent and mitigate such risks.

### **Freedom of associations and right to collective bargaining**

Bureau Veritas respects the right of all employees to form or join trade unions and to bargain collectively, in accordance with local laws. A non-discriminatory policy is applied in respect to union membership and activity in areas such as employment, promotion transfer or dismissal.

Bureau Veritas encourages open and honest communication in its workplaces where employees can speak with their managers about their ideas, concerns or issues and to work together to deal with work condition issues.

### **Prevention of human trafficking and forced labor**

Bureau Veritas prohibits the use of all forms of forced labor including involuntary prison labor, indentured labor, bonded labor, military labor, slave labor or any form of human trafficking, in all of its operations.

Bureau Veritas operates in full compliance with all applicable laws relating to working hours, wages including those related to minimum wages, overtime and benefits. Workers are free to withdraw from any employment relationship, subject to previous notice with reasonable length.

### **Prevention of child labor**

Bureau Veritas prohibits the employment of anyone under the age of 16 in all of its operations and is committed to combating any exploitation of children. Workers under the age of 18 are not asked to work on dangerous jobs that may affect their health and safety.

### **Elimination of discriminations**

Bureau Veritas fights against all types of discrimination, harassment and any other disrespectful or inappropriate behavior, unfair treatment or retaliation of any kind in the workplace or in any work-related circumstance.

Decisions on recruitment, placement, training, compensation and advancement are exclusively based on qualifications, performance, skills and expertise, all without regard to race, color, religion, sex, national or social origin, age, sexual orientation, marital status, medical condition, disability, political opinion, gender reassignment or any other status protected by applicable local laws.

### **Support to diversity and inclusions**

Bureau Veritas supports and promotes diversity and inclusion in all of its workplaces.



### **Provision of safe and secure workplace**

Bureau Veritas is committed to providing a safe and healthy workplace, free from violence, harassment, intimidation and other unsafe or disruptive conditions, to minimize the risk of accidents and injury and to reduce exposure to safety, health and security risks, for all its employees.

Bureau Veritas Health and Safety program complies with applicable laws and regulations. It includes provision of appropriate personal protective equipment to workers, establishing safety procedures and training programs on workplace hazards and ensuring policies and procedures are in place to deal with any emergency situations.

### **Protection of privacy**

Bureau Veritas is committed to the right of privacy and freedom of expression and takes all reasonable measures to endeavor to protect employees against unauthorized access, use, destruction, modifications or disclosure of their personal information and data.

Bureau Veritas processes employee personal data in accordance with our global privacy policy and applicable laws and regulations.

Security safeguards for employee data are provided as needed and are maintained with respect for employee privacy and dignity.

## **Human Rights Standards**

In addition to its commitments, Bureau Veritas is also guided by internationally recognised human rights principles set forth in the following documents (collectively the “Human Rights Standards”):

- the United Nations’ Universal Declaration of Human Rights,
- the International Labor Organization’s Declaration on Fundamental Principles and Rights at Work and Core Conventions,
- the United Nations Convention on the Rights of the Child and
- the United Nations Guiding Principles on Business and Human Rights

Bureau Veritas operating companies may be bound by national applicable human rights laws, such as the United Kingdom Modern Slavery Act and the French duty of vigilance law (*loi relative au devoir de vigilance des sociétés mères et des entreprises donneuses d’ordre*).

## **Purchasing policy**

Bureau Veritas is committed to endeavour to ensure that its suppliers and subcontractors implement the present Human Rights and Labour policy. The Company operates a purchasing policy covering procurement practices.

An action plan is set to require the most critical subcontractors and suppliers to endorse the present policy. Assessment of their conformity is done with an external rating company.



## **Partnering policy**

Bureau Veritas is committed to endeavour to ensure that its partners such as agents, intermediaries, joint venture and consortia members, implement the present Human Rights and Labour policy.

Bureau Veritas may decide to stop its activities with clients, governments or local communities who do not respect human rights.

## **Whistleblowing Policy**

The Company supports a policy of encouraging our people to “speak out” if they witness anything that happens within our business that they believe goes against our Code of Ethics. This is supported by an external Alert line enabling people to report issues online, via e-mail or by telephone, giving their name or not as they choose.

### **Reporting for employees**

If any employee has any questions about this Human Rights Policy or wishes to report any alleged violation of this policy, he or she should raise those questions or make his or her report through existing processes which are set forth in the Bureau Veritas Code of Ethics. Bureau Veritas is committed to investigating and addressing issues raised by employees as appropriate and to maintaining confidentiality to the extent reasonably practicable and as required under applicable law throughout any such process. No sanctions or other forms of retaliation will be inflicted upon a Bureau Veritas employee for reporting a violation of this policy.

### **Reporting by external persons**

All reports raised by external persons like customers, communities, suppliers or subcontractors are investigated and addressed according to the existing processes set forth in the Bureau Veritas Code of Ethics, maintaining confidentiality to the extent reasonably practicable and as required under applicable law throughout any such process.

