



Human Rights Briefing Paper 2018-2023



TotalEnergies

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This Human Rights Briefing Paper provides an exhaustive view of our Human Rights framework, it does not aim at providing an exhaustive list of examples on the implementation of our Human Rights approach.

Message of the Chief Executive Officer and Chairman of the Board

“

We publish an Update of our Human Rights Briefing Paper for the period of 2018 to 2023, to present our approach, commitments, and actions with regard to respecting Human Rights. This initiative, which we pioneered in 2016, is aligned with our commitment towards reporting transparently on our activities.

Since the last Human Rights Briefing Paper was published, the world has changed a lot and so has our Company. The Covid-19 pandemic challenged our way of life, our habits and even our way of working. For our Company, it was clear from the start that the priority was the safety of our people, our employees, all those who work directly or indirectly for or with us along our value chain and our customers.

In a world shaken by uncertainty, marked by crises of all kinds, TotalEnergies remains steady and vigilant in its Human Rights approach, keeping our stakeholders at the top of our priorities and relying on the strong attachment to Human Rights among our teams. At TotalEnergies, we have a longstanding commitment to respect Human Rights as affirmed in our Code of Conduct. Our two cardinal values Safety for All and Respect for Each Other guide our actions in all our activities in more than 130 countries and we expect the same level of commitment from our suppliers and contractors.

We have continued to focus our actions on preventing or mitigating salient Human Rights risks which feature among three categories as already set forth in our 2018 Human Rights Briefing Paper: Human Rights in the workplace, Human Rights and local communities, and the misuse of force when security is at risk. While consolidating our approach in these key areas during that period, we had to face a number of significant crises and instabilities that has hit certain parts of the world where we operate: not only the Covid19 pandemic but also, in 2021 the Myanmar military coup, the armed attacks in Mozambique and the subsequent Force Majeure in 2021, the Ukraine

invasion by Russia in 2022, among the most important ones. These events reminded us of the absolute necessity to stay vigilant in responding to Human Rights challenges and to be able to take the most relevant decisions as a business. We wish to give in this report some insights of our approach on respect for Human Rights through our processes and on-the-ground actions during this challenging period. I hope you will find it useful and informative. Any feedback on this report will be welcome.

”



Patrick Pouyanné

TotalEnergies at a glance

A
multi-energy
company



Operations in
130+
countries in 2023

In 2022 :

- Electricity production 33 TWh
- LNG Sales 48 Mt
- Hydrocarbons production 2,765 kboe/d



100,000+
employees in 2023,
including 69,000 + trained to
human rights at the work place



9 million
gas and power
customers in Europe



8 million
customers served in more
than 14,600 service
stations each day

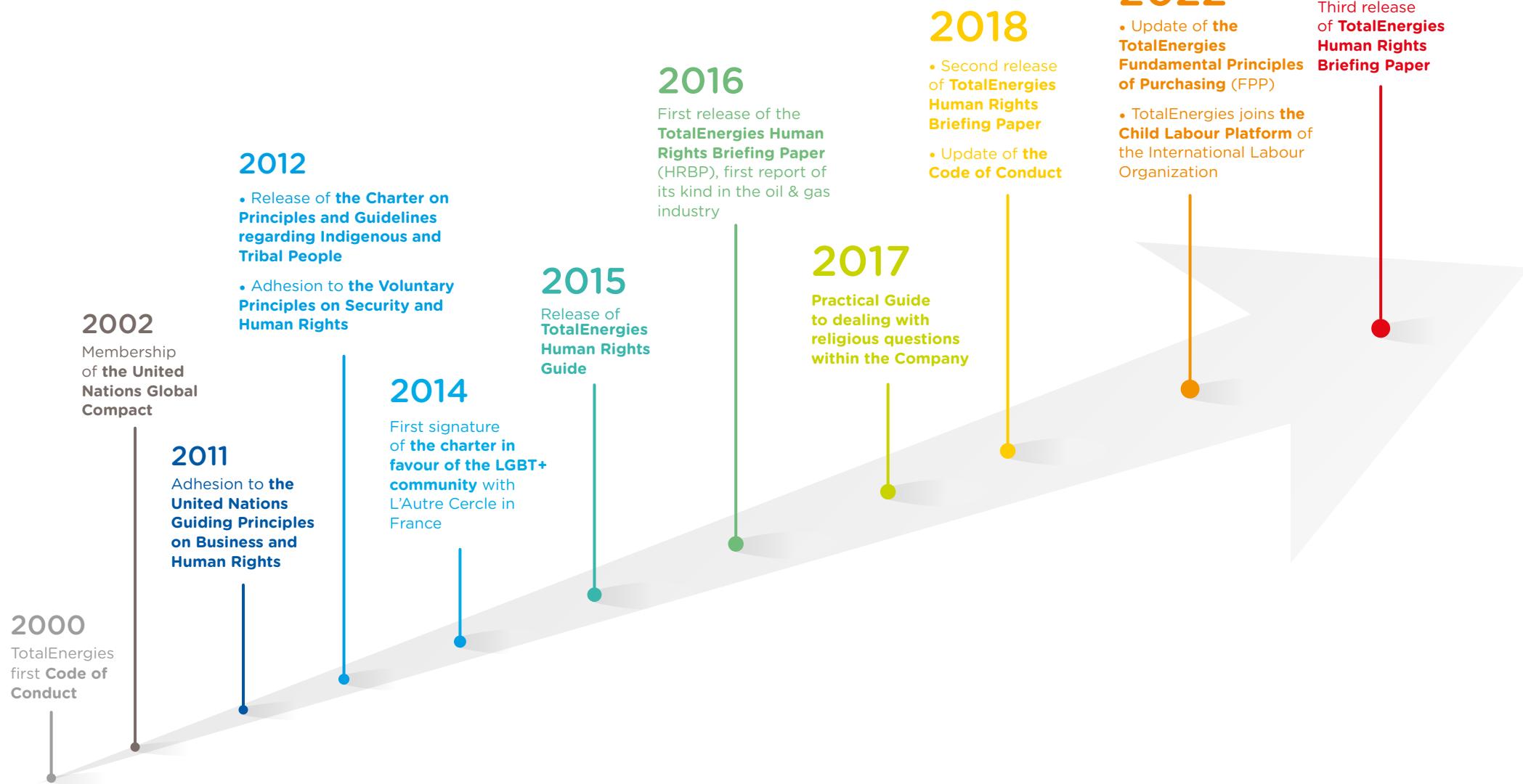


100,000+
direct suppliers
worldwide in 2023



740 potentially high-risk
suppliers audited to date in terms of
human rights with corrective actions
implemented by 385 of them

Our Human Rights Journey



Highlights over the period 2018-2023¹

2018

- Setting up of TotalEnergies' network of more than 100 country ethics officers, in charge of the deployment of the company's Code of Conduct, including commitments to respect Human Rights across the business units worldwide.
- TotalEnergies' CEO attends the first CEOs panel at the UN Forum on Business and Human Rights in Geneva, at the occasion of the 70-year anniversary of the Universal Declaration of Human Rights, with a strong message to encourage more companies to respect the United Nations Guiding Principles on Business and Human Rights (UNGPs).
- Update of the Code of Conduct to reflect the five values of the Company: Safety, Respect for Each Other, Pioneer Spirit, Stand Together and Performance Minded.

2021

- After the coup d'Etat in Myanmar on February 1, 2021, TotalEnergies condemns the abuses and Human Rights violations. The Company decides to stop all new projects and to maintain production to keep supplying electricity to the population in Myanmar and in western Thailand, as well as to protect its employees from the risk of forced labour.
- The Human Rights Policy of Mozambique LNG is published.
- TotalEnergies ensures that by 31 December 2022 all employees receive a direct remuneration above the living wage of the country or region in which they work. The Company also committed to enforcing a fair, competitive and responsible compensation policy worldwide, including a guarantee of compensation that exceeds the legal minimum wage.

2019

- Launch of an e-learning module on Human Rights in the workplace. At the date of this report, more than 69,000 employees (including permanent and non-permanent staff) have completed this training.
- The Papua LNG project Human Rights Impact Assessment (HRIA) by the Danish Institute for Human Rights (DIHR) is published.

2022

- Publication of the Human Rights Policy of EACOP.
- Update of the TotalEnergies Fundamental Principles of Purchasing (FPP) in order to reinforce respect of Human Rights in its supply-chain.
- Publication of the TotalEnergies EP Uganda Human Rights Policy and of the HRIA for the Tilenga project (launched in 2021) along with the Human Rights action plan framework.
- TotalEnergies joined the Child Labour Platform of the International Labour Organization.
- During 2022, 200 audits of suppliers have been carried out to assess the application of the FPP including respect of Human Rights.

2020

- Launch of a global Company-wide Human Rights training plan based on remote and in-person modules, in order to reinforce and anchor a culture of respect for Human Rights within the Company, to better manage the associated risks, and to upskill all employees.
- The Mozambique LNG project Human Rights Due Diligence report by LKL (launched in 2019) and related action plan are published.
- The Tanzania EACOP project Human Rights Impact Assessment by LKL (launched in 2018) is published.

2023

- Jean-Christophe Rufin's report on the socio-economic, humanitarian and Human Rights situation in Palma-Afungi-Mocimba area is published by Mozambique LNG.
- First conference about inclusion of LGBTQI+ employees in the workplace in TotalEnergies Headquarters in La Défense and renewed signature of a charter in favour of the LGBTQI+ community with L'Autre Cercle in France, confirming TotalEnergies' commitment to fighting discrimination in the workplace.



¹ Please refer to pages 36 and 37 for direct access to publications mentioned on this page



Our approach to Human Rights

[Our Reference Standards](#)

[Our Salient Issues](#)

[Our Commitments](#)

[Our Implementation](#)

[Our Governance](#)

Respect for Each Other is a core value at TotalEnergies, at the heart of our collective ethics and Code of Conduct. Respect for Each Other is respect for Human Rights. Because it is a value, we are uncompromising on this point in our operations worldwide.

This section of this document is intended to set out our approach to Human Rights, which all of us are required, collectively and individually, to uphold. We expect our suppliers to comply with standards equivalent at least to our own.

1. Our Reference Standards

TotalEnergies is committed in particular to respecting internationally recognized Human Rights and standards, wherever the Company operates.

- The Universal Declaration of Human Rights
- The United Nations Guiding Principles on Business and Human Rights (UNGPs)
- The Voluntary Principles on Security and Human Rights (VPSHR)
- The principles set forth in the fundamental conventions of the International Labour Organization (ILO)
- The OECD Guidelines for Multinational Enterprises
- The Ten Principles of the UN Global Compact

In the event of a conflict between national legal standards and internationally recognized Human Rights standards, we seek to follow the higher ones.

2. Our Salient Issues

The main challenges associated with the effects of the Company's activities in terms of respect for Human Rights have been identified using the methodology set out in the United Nations Guiding Principles on business and Human Rights (UNGPs) Reporting Framework relating to the "salient issues", i.e., the Human Rights at risk of the most severe negative impact through the Company's activities or business relationships.

On this basis, the Company has identified six salient risks subdivided across three key areas:

HUMAN RIGHTS IN THE WORKPLACE

concerns TotalEnergies' employees as well as of the employees of its suppliers and other business partners

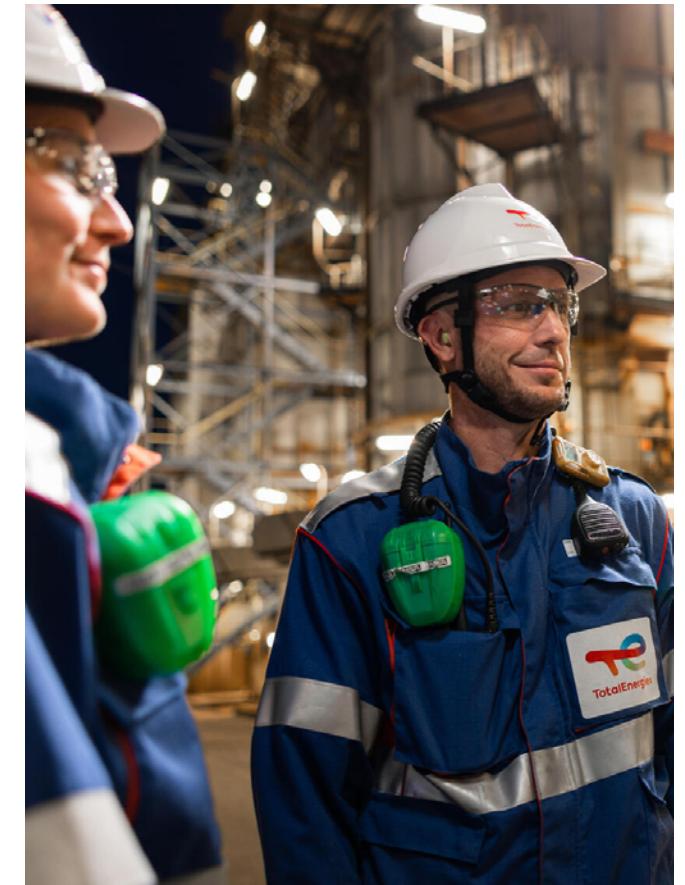
- forced labour and child labour
- discrimination
- just and favourable conditions of work and safety

HUMAN RIGHTS AND LOCAL COMMUNITIES

- access to land
- the right to health and an adequate standard of living

HUMAN RIGHTS IN SECURITY-RELATED ACTIVITIES

- the risk of misuse of force



3. Our Commitments

To address our salient human rights issues, we take action in each of the three identified areas:

a. Human Rights in the workplace

A working environment where people are treated with respect and dignity and without fear of intimidation or harassment should be put in place. In particular, we:

- prohibit all forms of **forced labour** and **child labour**
- do not tolerate **any form of discrimination**, whether based on origin, nationality, gender, age, disability, sexual orientation or affiliation with a political, religious, union organization, or minority group
- take the necessary steps to ensure **decent working conditions** by:
 - ensuring **personal health and safety**
 - ensuring a **decent wage** to all employees
 - monitoring **gender pay equality**
 - promoting **diversity and inclusion** in the workplace
 - respecting the **privacy of our employees** and the **privacy of their personal data**
 - respecting **freedom of association and collective bargaining**



b. Human Rights and Local Communities

In the projects that we develop and from the earliest stage, we respect the rights of local communities by identifying, preventing and mitigating any adverse Human Rights impact our activities might have on their environment and way of life and remedying the situation as needed. In particular, we:

- ensure project-affected people's access to land is maintained or compensated for (including replacement by a new land), and their livelihoods are restored
- ensure that the operation's use of locally provided resources does not negatively affect the local populations' health and right to enjoy an adequate standard of living which includes a healthy environment, access to water and sanitation.

We strive to establish dialogue as early as possible to foster lasting relationships with those local communities. We design and implement grievance mechanisms and corrective measures, particularly towards vulnerable groups.

We respect **the rights of Indigenous Peoples** and recognize **the International Labour Organization (ILO) Convention N°169** adopted in 1989, **the United Nations 2007 Declaration on the Rights of Indigenous Peoples** and various World Bank Standards including **the International Finance Corporation Performance Standards** (IFC). In particular, we engage with communities and communicate with them on our plans and inform them of the status of our project. We have issued a **Charter of Principles and Guidelines regarding Indigenous and Tribal People** to conduct our projects with careful consideration of their rights and, while respecting applicable law.

We believe in the necessity for an open civic space and the role of civil society organizations and Human Rights defenders (HRDs) to ensure the respect for Human Rights and to voice the concerns of rightsholders. Where appropriate, we seek to build and exercise our leverage to encourage our business partners, to respect these principles in relation to our activities.

c. Human Rights and Security

Where the intervention of government security forces or private security companies is necessary to protect our staff and assets, **we take all necessary steps to comply with the Voluntary Principles on Security and Human Rights** to which we have adhered since 2012 to avoid the risk of disproportionate use of force. These principles encourage dialogue among governments, NGOs and businesses, and offer recommendations to help companies identifying and managing security-related Human Rights risks while promoting and respecting the rights of local communities.



4 . Our Implementation

a. Due diligence and Human Rights risks mapping

We respect the rights of our stakeholders by carrying out, where appropriate, Human Rights due diligence through our risks management processes: with the assistance of **qualified third party experts** we identify, prevent, mitigate and remedy as needed any impact on their Human Rights in which we may be involved through our activities. We focus on risks to people and pay particular attention to the most vulnerable groups. When appropriate, we disclose our Human Rights impacts assessments and update them. See more details on page 38 - Annex 3.

b. Remediation and grievance mechanisms

We provide, in cooperation with our suppliers and business partners, an **appropriate remediation of any adverse Human Rights impact which may result from our activities**.

We provide our stakeholders with access to remedy through our global ethics line ethics@totalenergies.com and through other grievance mechanisms addressed to local communities in areas where we operate. We ensure that these mechanisms are effective, understandable by and accessible to all our stakeholders and are not used to impede access to judicial or extrajudicial grievance mechanisms. We do not tolerate any reprisal towards anyone submitting a complaint in good faith and likewise, we expect our suppliers and subcontractors to ensure their workers can express grievances and concerns without fear of reprisal. See more details on pages 29, 30 and 31.

c. Ongoing engagement and dialogue with our stakeholders

We engage in an open dialogue with our stakeholders including local communities, civil society organizations, Human Rights defenders and workers to better understand and address potential adverse Human Rights impacts. We also reach out to industry associations, our business partners and governments to build our leverage to address Human Rights issues and promote respect for Human Rights globally. See more details on pages 20 and 21.

d. Communication and training

We communicate our Human Rights approach to internal and external stakeholders and provide Human Rights trainings to our employees. We help our suppliers to understand our Human Rights requirements and how they can effectively respect them.

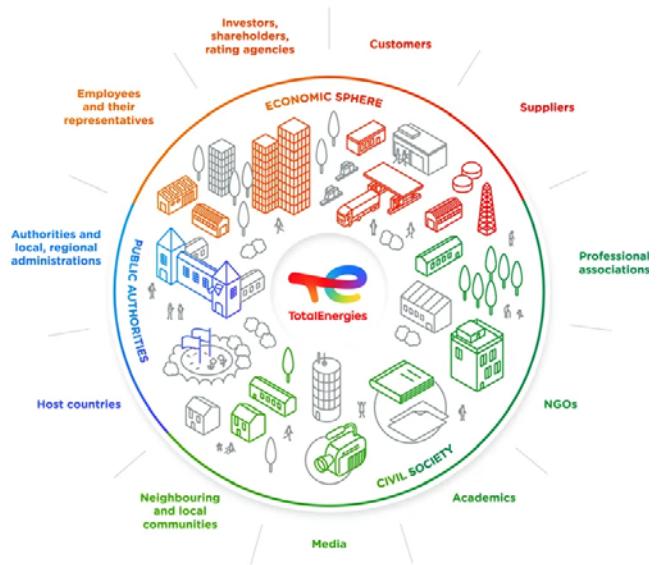
e. Roadmap and action plans

We implement this approach through the development of our **Human Rights roadmap and action plans**. It enables us to monitor the effectiveness of these activities and to continuously seek ways to improve. Finally, we track and report on our Human Rights progress in our various reports, including this Human Rights Briefing Paper.

f. Our suppliers of goods and services

We also expect our suppliers of goods and services to (I) comply with our **Fundamental Principles of Purchasing** and ensure compliance by their own suppliers in turn, and to (II) demonstrate that they implement international standards and procedures in the field of Human Rights. We also expect our suppliers to continuously improve their performance on these subjects. See more details on pages 27 and 28.

Mapping of our main stakeholders



See more details page 20.

5. Our Governance

The organization in charge of Human Rights is structured into three levels.

First, the Human Rights department in the Sustainability & Climate Division, which in turn reports to the President, Strategy & Sustainability, who sits on the Executive Committee, coordinates the analysis of the Company's Human Rights risks, supports operational teams and supervises the actions to promote respect for Human Rights, in close collaboration with the Ethics Committee and in accordance with the Company's Code of Conduct.

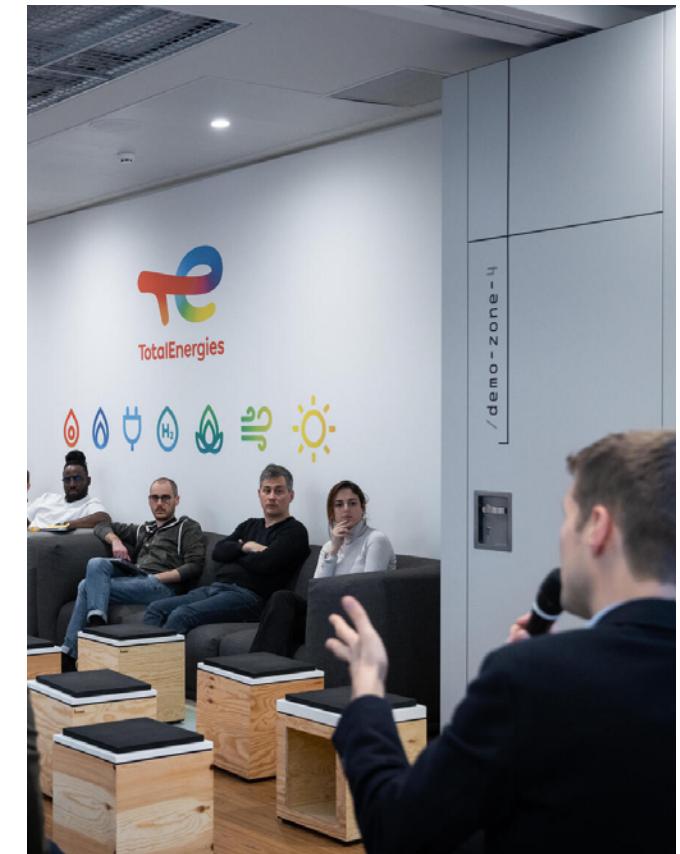
Secondly, each business segment, as well as **the Global Procurement Division** which is in charge of the responsible procurement program, appoints a Human Rights' coordinator or representative, whose role is to coordinate Human Rights matters in his/her respective perimeter and cooperates with the Company's Human Rights department.

At the local level, **our affiliates' Human Rights representatives**, most of whom are Ethics Officers in our host countries or dedicated Human Rights correspondents depending on the project. These Human Rights representatives, who are located as close to the operations as possible, are in charge of promoting the values set out in the Code of Conduct among employees working at subsidiaries and ensuring that the Company's commitments are correctly implemented by local stakeholders. In a given country, our organization may be completed with Community Liaison Officers (CLOs) who are designated by certain affiliates to be in charge of the day-to-day relationship and interactions with the local communities, including of the operational functioning of local grievance mechanisms.

The Ethics Committee, whose president reports to the Chairman and CEO of the Company, on which representatives of all TotalEnergies' business segments sit, plays a key role of listening and support. Employees, but also people from outside the Company, can contact the committee at the address ethics@totalenergies.com. The Committee protects the confidentiality of the complaints, which can only be lifted with the agreement of the complainant. The Chair of the Ethics Committee presents an annual report on the Committee's ethics-related activities to the Governance and Ethics Committee of the Board of Directors. All alerts received are addressed and, when necessary, recommendations are made in order to lead to the implementation of corrective actions.

The Company's Human Rights roadmap, developed with the various business segments and concerned divisions, is regularly presented to the Company's senior management in order to support the ongoing efforts to implement the Code of Conduct and to respect Human Rights.

The Human Rights Steering Committee, led by the Human Rights department, monitors the implementation of this roadmap on the strategic level for the Company. It is chaired by the Senior Vice President of Sustainability & Climate. The committee includes representatives of each business segment and of the main functional divisions that have a role related to Human Rights.



OUR KEY DOCUMENTS

TotalEnergies operations are conducted in accordance with a set of internal requirements which form the Company's internal rules. Respect for Human Rights is embedded in our internal processes through various requirements and guidance.



THE CODE OF CONDUCT

Since 2000, the Code of Conduct applies to all our employees. It states our values and priority guiding principles and is available in 18 languages. **Safety and Respect for Each Other** are two core values set out in the Code of Conduct. Respect for each other is respect for

Human Rights. Every employee of the Company receives a copy of it to ensure that the Company's values are known. More broadly, this document is publicly communicated to all our external stakeholders: host countries, local communities, customers, suppliers and contractors, business partners and shareholders, as they are encouraged to apply the same or equivalent standards. Its latest update was released in 2021.



THE FUNDAMENTAL PRINCIPLES OF PURCHASING

Published in 2014 and updated lastly in 2022, these principles are derived from the Company's Code of Conduct and uphold the fundamental principles defined in the international standards and guidelines that the Company commits to respect in its Code of Conduct. The Fundamental Principles of Purchasing are the foundation for the long-term relationships that the Company wishes to build with its suppliers. The Company expects all suppliers of goods and services to comply with these principles and ensure compliance by their own suppliers in turn.

Internal rules and guidance related to Human Rights

Internal requirements and guidance were adopted and are continually developed to embed the respect of Human Rights throughout our activities. This is a cross-cutting objective, covering all functions and entities within the Company, and in particular Ethics, Human Resources, Safety, Procurement, HSE and Security. Three TotalEnergies guides are publicly available:

THE GUIDE TO HUMAN RIGHTS



Published in 2015, it complements the Company's Code of Conduct and is also made available to employees and stakeholders. Its goal is to raise TotalEnergies employees' awareness on issues relating to Human Rights in its industry and it provides guidance as to the appropriate behaviour to adopt

in their activities and relationships with stakeholders. It includes case studies and offers proposed answers to common questions and concerns about Human Rights, notably child labour, discriminatory practices and collective negotiations. The Human Rights Briefing Paper which was first published in 2016, in 2018, and the present one, prolongates the purpose of this Human Rights Guide by providing an update on the ways TotalEnergies' deals with Human Rights in its activities worldwide through examples of in-the-field actions and practices during the last 5 years.



THE "PRACTICAL GUIDE TO DEALING WITH RELIGIOUS QUESTIONS"

Published in 2017, it aims at providing practical solutions to issues raised by our employees and managers worldwide on matters of religious expression at work, while promoting respect for differences

and tolerance of each other's beliefs and helping managers. Available in ten languages, it is also distributed on Business Ethics Day, which is marked each year on December 10th in all the Company's entities.



THE "PRACTICAL GUIDE ON HUMAN RIGHTS AT WORK FOR SUPPLIERS"

Published in 2022, this guide intended for the Suppliers and remitted to them, provides tips to track potential Human Rights issues at their own contractors' end and to address these issues during the contractual relationship.



Our salient Human Rights issues

[Human Rights in the Workplace](#)

[Human Rights and Local Communities](#)

[Human Rights and Security](#)

[Looking ahead](#)

Salient Human Rights issues associated with TotalEnergies' activities and business relationships were identified in 2016 based on the UNGPs Reporting Framework with the assistance of Shift, an external Human Rights expert. They break down into three categories: Human Rights in the workplace, Human Rights and local communities and Human Rights in security-related activities.



HUMAN RIGHTS AT WORK

- forced labour and child labour
- discrimination
- just and favorable conditions of work and safety

HUMAN RIGHTS AND LOCAL COMMUNITIES

- access to land
- health and adequate standard of living

HUMAN RIGHTS AND SECURITY

- misuse of force

TotalEnergies has undertaken concrete actions to prevent and mitigate each salient risk. The non-exhaustive list below provides examples of measures taken over the period from 2018 to 2023 that this report covers.

1. Human Rights in the Workplace

a. Just and favourable conditions of work and safety

I. WORKPLACE HEALTH AND SAFETY

Safety and Respect for Each Other are our Company's two core values. Safety is the foundation of our long-term viability. We are uncompromising when it comes to safety. Respect of Each Other includes respect for environment and health, consistent with our strategy of responsible, sustainable development.

COLLECTIVELY TACKLING THE CHALLENGES OF THE COVID-19 PANDEMIC

The Covid-19 pandemic had a profound impact on our employees and stakeholders. Throughout the crisis, respect for Human Rights and our core values guided us to implement protective measures on health and safety. We were especially mindful of our employees' psychological health during this period: we briefed managers on best practices for supervising their teams remotely and we created a psychological support hotline available to anyone working at a TotalEnergies facility. In 2021, TotalEnergies then focused attention on in-house vaccination campaigns for Company employees and partner firms, as well as support programs for the communities residing near our areas of operation.

For example, in Bolivia, our affiliate launched a COVID-19 pandemic support plan to help 1,651 Guarani families from 14 local communities. In Uganda, a state-of-the-art ambulance station was constructed for the Ugandan Ministry of Health.

While always ensuring strict compliance with the health protocols in force in the countries in which we operate, we introduced and still facilitate remote working wherever possible, with a focus on flexibility and the responsibility of our employees and managers.

TotalEnergies also paid careful attention to the situation of its suppliers. In March 2020, at an early stage of the crisis, our Chairman and CEO gave instructions to identify the suppliers experiencing the most difficulties and accelerate payments to them as much as possible.

II. PROMOTING SOCIAL DIALOGUE AT THE WORKPLACE

We strive to encourage regular dialogue with employees and their representatives. In countries where employee representation is not mandatory under local legislation, the creation of a body to foster dialogue is proposed. A total of 92% of employees have union representation or employee representatives. The European Works Council met 25 times in 2022 to discuss key issues such as the Company's new energies and the challenges they pose. To get a clearer understanding of the Company's strategy, learning expeditions were organized on the ground to meet the dedicated teams.

A Company-wide participatory initiative was launched in 2022 to involve all employees in the achievement of TotalEnergies' ambitions in terms of sustainable development. More than 27,000 TotalEnergies employees took part in workshops during 2022, to develop ten objectives and indicators aligned with the United Nations Sustainable Development Goals (SDGs). In 2023, every TotalEnergies site, business unit and affiliate worldwide will adopt an action plan with targets to be met by 2025. In parallel, in addition to the listening to our employees approaches described above, we are developing a TotalEnergies Care program based on measures and commitments related to health, social protection, the work environment, ways of working and the family sphere. The program is aligned with our ambition to make the Company a good place to work together and covers all countries.

TotalEnergies conducts every other year an internal opinion survey of employees in order to gather their views and expectations regarding their professional situation and their perception of the Company, on a local or Company-wide level. The latest survey was conducted in 2022 with 85,640 employees in 122 countries. Based on this survey, the level of our employees' well-being was measured in a first Care index in 2022. Since mid-2023, a simplified survey dedicated to employees' engagement is conducted every year.



III. A RESPONSIBLE COMPENSATION POLICY

TotalEnergies provides pension and employee benefits programs (health and death) that meet the needs of the subsidiaries, as well as the Company's standards, designed to ensure that each employee can:

- in case of illness, receive a coverage at least equal to the median amount for the national industrial market
- participate in a savings or supplementary retirement plan
- organize the protection of the family in the event of the death of the employee

To this end, TotalEnergies is deploying a number of commitments and mechanisms worldwide. Each entity is requested to:

- where appropriate, set up a pension and health insurance plan, in addition to the legal plans in force, with the assistance of Human Resources department of the business segment
- propose, at least, a health check every two years to employees, unless there are different regulations or specific local context
- set up a death benefit plan, whatever the cause, at least equivalent to two years' gross reference salary. At the end of 2022, nearly 90% of the Company's permanent employees were covered worldwide
- TotalEnergies has also set up a global mental health prevention program to take care of employees, wherever they are in the world
- these programs, which are regularly reviewed and, if necessary, adjusted, are administered by the subsidiaries and supplement any programs provided under local law

In 2021, TotalEnergies initiated a process to assess any discrepancies between the direct salary and the living wage in all its subsidiaries. The result of the studies carried out show that, at the end of 2022, the Company had reached its target, since 100% of employees received a direct salary that exceeds the living wage in the country or region in which they work.

IV. JUST TRANSITION FOR OUR EMPLOYEES

The Company has embarked on an in-depth transformation that is only possible with the women and men of the Company. To promote a just transition and support TotalEnergies employees in this transformation, the **Transforming with our people** program was launched at the end of 2022, focused on three actions: **listening, informing and training**.

Regarding the training which is key to accompany its transformation, the Company launched in 2022 a dedicated **two-day program "Visa for TotalEnergies"** to train nearly all managers and a portion of non-managerial employees in **112 countries** on climate issues, the energy transition and the Company's strategy to address them. This program adds to the **upskilling initiative managed by the OneTech organization**, which brings together more than **3,000 engineers, technicians and researchers** from different business segments in a single entity. To support transfers of these employees to OneTech, upskilling courses to support career development and technical expertise development initiatives like conference sessions on solar or wind energy, have been launched. Such reskilling effort is also found in **Marketing & Services**: training for service station staff has been developed on the specific features of charging infrastructures for electric vehicles.



GRANDPUITS REFINERY CONVERSION PROJECT (FRANCE)

TotalEnergies is supporting the project to convert the site of Grandpuits into a "**zero-crude platform**" as announced in September 2020 and representing a total investment estimated at more than **€500 million**. The Grandpuits platform will have **four major activities**: the transformation of biomass into biofuels, the recycling of plastic waste and the production of photovoltaic energy and its storage in batteries. In line with our industrial site conversion projects the Company pays utmost attention to potential social impacts of this project. The implementation of individual and personalized support voluntary transfers of the personnel or a suitable training plan, determined following in-depth career interviews, allows this industrial redeployment to be carried out without any redundancies.

Grandpuits transformation project is also an example of **thorough stakeholders engagement**, not only in terms of consultation of local actors, authorities, municipalities, residents, but also in terms of **providing support to the impacted local business partners**. These local business partners are indeed supported through **TotalEnergies' Voluntary Convention for Economic and Social Development program**, which was approved by public authorities and dedicates specific funds over a 3-year period to support local employment and historical subcontractors to maintain or develop their business and employment by helping them to develop activities with other partners and create new jobs, with a view to a just transition that leaves no one behind.



b. Non-discrimination

TotalEnergies aims to develop its employees' skills and careers by **implementing an inclusive Human Resources policy**, while excluding any discrimination related to national, ethnic or social origins, gender, sexual orientation or gender identity, marital or parental status, disability, state of health, age or affiliation with a political, labour or religious organization, or membership in a minority group. This policy is supported at the highest levels and promoted by the **Diversity and Inclusion Council**, chaired by a member of the Company's Executive Committee. The Company has a long-standing commitment to promoting equal opportunity, diversity and inclusion.

I. NON-DISCRIMINATION BASED ON RELIGIOUS BELIEFS

After the publication in 2017 of its **Practical guide to dealing with religious questions**, TotalEnergies has reinforced its commitment to religious diversity by participating to various events organized by the French Association of Managers for Diversity, such as the first conference about "Management of religious issues within the Company" in February 2021. Since 2020, the Company has deployed internally two conferences on dealing with religious beliefs in the workplace, in partnership with Convivencia Conseil.

II. NON-DISCRIMINATION TOWARDS PEOPLE WITH DISABILITIES

In France, TotalEnergies has given concrete proof of its commitment to hiring and accommodating people with disabilities for more than 20 years by signing agreements with employee representatives. **TotalEnergies' Mission Handicap structure**, housed within the **Diversity & Inclusion department of the Company's People & Social Engagement division**, is responsible for leading the disability policy with help from disability coordinators within the business segments and a network of liaisons in each entity. This ambition is reflected in the signing of the **International Labour Organization's (ILO) Global Business and Disability Network Charter** in October 2018 in order to support employees with disabilities by going beyond the legal obligations in each country. To date, in France and elsewhere, **41 subsidiaries have voluntarily signed up to the policy** and set themselves goals on the respect and the promotion of rights, non-discriminatory policies and practices, accessibility, job retention and confidentiality.

III. NON-DISCRIMINATION BASED ON SEXUAL ORIENTATION OR GENDER IDENTITY

Awareness-raising activities were organized during the 2021 Diversity & Inclusion Days, organized by the Company, whilst the 2022 Diversity & Inclusion Days focuses on the theme of inclusion. In France, TotalEnergies has been a signatory to the LGBT (lesbian, gay, bisexual and transgender) commitment charter since 2014. Created by an organization called l'Autre Cercle, the charter provides a framework for combating workplace discrimination in France based on an individual's sexual orientation or gender identity and for promoting the inclusion of LGBTQI+ people within the Company. In June 2023, TotalEnergies has reiterated its commitment and signed for the second time the L'Autre Cercle charter in the presence of its CEO, Patrick Pouyanné and other members of the Company's Diversity and Inclusion Council. A first conference about inclusion of LGBTQI+ employees in the workplace was also organised by the Diversity & Inclusion division and the Human Rights department in May 2023 with representatives from other companies, in order to share best practices and to promote the discussion on the topic within the Company. In the context of our business relationships, at the time of the adoption of an "anti-homosexuality" law by the Ugandan parliament, TotalEnergies CEO, Patrick Pouyanné, wrote a letter to the President Museveni, reaffirming the company's attachment to Human Rights and inclusive values.

DIGITAL INCLUSION

For a number of years, we have proactively taken actions to prompt digital inclusion for our colleagues with disabilities and more generally for all users of our digital tools or content. These actions are defined or updated within a multi-year action framework by a dedicated Digital Accessibility officer who also supervises their implementation:

- a training path on digital accessibility is available online since 2019
- targeted webinars are organized during the International disability Day (December 3rd)
- an internal challenge has been launched at our in-house Digital factory to bolster development of digitally accessible products
- a global project on the redesigning of our websites (150 sites across 110 countries) has been launched to set up a technical digital system that is accessible by everyone
- the assessment by an independent third party auditor of our applications on digital accessibility, in a view to adjust and correct our actions as needed

IV. NON-DISCRIMINATION TOWARDS WOMEN

In 2010, TotalEnergies signed the **Women's Empowerment Principles** – Equality Means Business as set out in the United Nations Global Compact, and the Company regularly shows its commitment to equal opportunity and gender equality in the workplace by signing agreements that address diversity and other topics. The Company has set itself the following targets for improvement in its highest managerial positions to be achieved by 2025, in which women comprise : 30% of the members of the Executive Committee (women represented 25% in 2022) and 30% of the G70 (the 70 senior executives with the most important responsibilities) (women represented 32.9% in 2022). The Company has set the same target for its other governing bodies and leadership positions, with women comprising : 30% of female senior executives (27.5% in 2022) and 30% of female senior managers (23.8% in 2022).

TotalEnergies aims to recruit women in proportions that reflect, at a minimum, the percentage of women graduates at schools and universities in its business sectors. The Company strives to promote at least the same proportion of men and women within the overall group of people eligible for the promotion under consideration. The mobility process implemented as part of the **Better Together initiative** ensures greater transparency.

Evolution of gender diversity³



³ 2018 figure based on the previous calculation method, which did not include JL14 and senior executives

TWICE

Created by an employee in 2006, the **TotalEnergies Initiative for Women for Communication and Exchange (TWICE)** is an internal network with over 5,000 members worldwide and 70 local TWICE networks worldwide. Its goal is to **help women develop their careers at TotalEnergies** by sharing best practices and building knowledge and confidence with mentoring and development workshops.

V. NON-DISCRIMINATION TOWARDS NON-FRENCH NATIONALS

With nearly 160 nationalities in its workforce, TotalEnergies benefits from a great cultural diversity and considers it important to promote that diversity at all levels of the Company. The Company has set targets for progress by year-end 2025 in which non-French nationals account for 45% of senior executives (they represented 37.4% in 2022), and non-French nationals comprise 40% of senior managers (34.2% were non-French nationals in 2022).

VI. YOUNG PEOPLE ALSO HAVE A VOICE

TotalEnergies is committed to increasing its contribution to the employment of work-study students through a plan initiated in 2016, which has resulted in the recruitment of nearly 10,000 young people. The commitment, renewed each year, to recruiting 5% of our workforce in France as work-study students is now part of the Company's human resources policy. In April 2022, TotalEnergies organized a **One Young Campus** reuniting 300 young managers from the Company who were invited to speak in the presence of the members of the Executive Committee on key topics such as climate change, sustainable development, diversity and inclusion, and talent management. Participants' comments have been taken into account to improve our organization and voluntary reports.

c. Combating child labour and forced labor

In accordance with **ILO standards**, the hiring of employees aged under 15 is prohibited. In addition, the minimum age for recruitment for any kind of hazardous work is 18 years of age. We are concerned with the risk of forced labour and child labour in our value chain, including in our retail activities and in our supply chain. In these situations, we consider it not only a risk but also an **opportunity to use our leverage to foster respect for Human Rights in the workplace**.

Forced labour is an issue affecting countries and supply chains where migrant workers or other vulnerable people such as women are part of the local working ecosystems. TotalEnergies remains particularly vigilant through its suppliers and contractors' qualification process notably by enhancing its buyer's awareness on such topics.

In May 2022, the Company published a Practical Guide on Human Rights at Work for Suppliers to give buyers tips and reflexes to track potential Human Rights issues at the suppliers' and contractor's end and to address those during the contractual relationship. Child labour and forced labour are key focus points in this Practical Guide. Webinars have been organized in 2022 by TotalEnergies Global Procurement to introduce and explain the Guide to Buyers. In 2022, TotalEnergies became the first Oil & Gas company to join the International Labour Organization's Child Labour Platform, a multi-sector initiative to combat child labour. It aims at enabling exchanges of best practices to identify and combat child labour by addressing its root causes among businesses of various sectors participating to this initiative.

According to the International Labour Organization, child labour is a frequent issue in the agriculture or agroforestry industry with 60% of child labourers in the age group of 5 to 17 years. Within our Company it was potentially an issue for palm oil plantations sourcing La Mède biorefinery. In 2019, five Human Rights assessments of potential palm oil suppliers were conducted

at the mills and plantations in collaboration with independent third-party experts. Certain suppliers did not qualify because of that. The Company stopped the supply of palm oil and its derivatives in 2022 and has set a new target that raises the share of circular feedstocks (used oil and animal fat) to more than 75% of feedstocks used to produce biofuels as from 2024.



Logo of the Child Labour Platform - International Labour Organisation, which TotalEnergies joined as participant in 2022.

2. Human Rights and Local Communities

a. Access to land

Access to land may be a concern for local communities and for indigenous peoples in particular. TotalEnergies issued in 2012 a Charter of Principles and Guidelines regarding Indigenous Peoples and Tribal Peoples. The purpose of this Charter is to encourage our affiliates to take into account the legitimate requirements of indigenous peoples.

In May 2022, TotalEnergies adopted an internal guide on "land acquisition and resettlement as a result of lawful expropriation or the exercise of eminent domain by the state for public use". This internal guide aims at assisting affiliates and entities as part of their social management plan where displacement of people, their assets and livelihoods are involved. Early studies on the lands identified for a project and their use may lead to reroute assets to avoid or minimize impacts on the local populations.

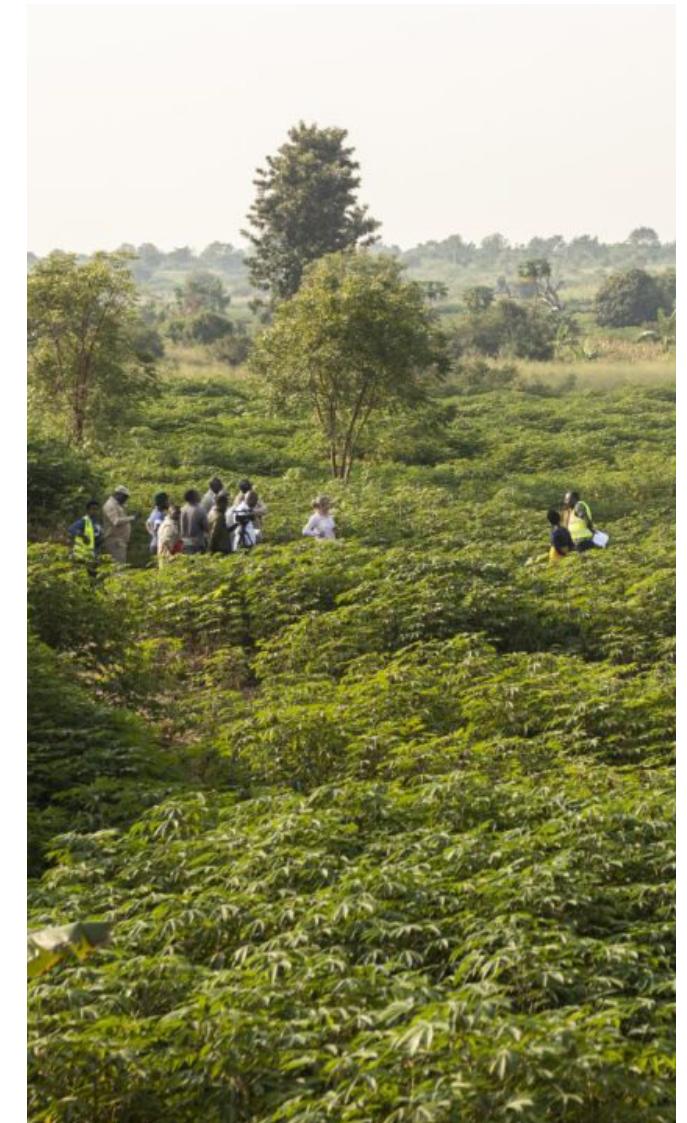
THE IRAQ PROJECT

The Gas Growth Integrated Project (GGIP) that TotalEnergies operates in Basra, Iraq, illustrates how our projects footprint may be rerouted to minimize adverse Human Rights impacts on the people. Early screening of land uses of the project footprint which includes densely populated areas were carried out at the project concept phase. Starting from such studies which identified negative impacts on the population with possible resettlements as an outcome of the initial project design, our project team of OneTech, the in-house technical expertise segment, worked in coordination with our social performance team and partners on the revision of the inlet gas pipelines design to minimize the negative impact of physical displacement of the populations. The efforts included routings modifications, horizontal drilling bypasses and coordination to maximize the use of existing corridors from other operators right of ways.

EACOP – FREE, PRIOR AND INFORMED CONSENT AGREEMENT OF INDIGENOUS PEOPLES IN TANZANIA

The East African Crude Oil Pipeline (EACOP) is a company incorporated to construct and operate a cross-border oil pipeline that will transport oil from Tilenga and Kingfisher fields in Kabaale, Hoima district in Uganda to the port of Tanga in Tanzania. TotalEnergies is a shareholder of EACOP. Stakeholder engagement is a key activity for this project and quarterly meetings are organized by the dedicated teams both in Uganda and in Tanzania. These meetings are held in districts crossed by the pipeline in order to get feedback/questions from communities and local authorities regarding EACOP activities.

EACOP prioritizes and works proactively towards the respect of the rights of Vulnerable Ethnic Groups Self-Identifying as Indigenous Peoples affected by the project – the Maasai, Akie, Barbaig and Taturu - including the right to Free, Prior and Informed Consent (FPIC) where applicable under the IFC Performance Standards. In this context, the traditional leaders and EACOP signed the EACOP Plan for Vulnerable Ethnic Groups Self-Identifying as Indigenous. EACOP also signed a FPIC agreement with the leaders of the Akie community, the first of this kind in Tanzania in July 2022. Another FPIC agreement was signed with the Taturu community in March 2023.



LAND ACQUISITION AND RESETTLEMENT ACTION PLANS FOR THE TILENGA PROJECT IN UGANDA

The Lake Albert region in Uganda has major oil and gas resources, which Uganda intends to develop, in particular through Tilenga and Kingfisher oil projects. Production will be delivered to the Tanzanian port of Tanga by a cross-border pipeline, built and operated by the EACOP company (East African Crude Oil Pipeline). Located in the Buliisa and Nwoya districts in the Lake Albert, the Tilenga project is operated by TotalEnergies EP Uganda (56.6%), in partnership with CNOOC and UNOC. It is located in rural areas where activities are essentially agricultural³.

Like any infrastructure construction project anywhere in the world, the completion of the Tilenga and EACOP projects require the implementation of a land acquisition program which include that the lands are acquired by the Government, which later grants use or leases rights to the projects' operator. This land acquisition program was initiated in 2019 and has been carried out in compliance with IFC performance standards (PS)⁴ as follows:

- **Planning & Consultation:** presentation made to local communities to describe the process for land and crop surveys, compensation, relocation and support for those affected. These presentations are delivered in the relevant local languages: English, Lugungu, Alur, Acholi or Runyoro. Resettlement action plans for the Tilenga project are prepared and adopted in consultation with the impacted stakeholders.
- **Cadastral surveys of land and structures are conducted.** Trees and cultivated plants are identified, and their values are defined. The process involves community leaders as well as local and central government officials. Third parties help to identify stakeholders and impacted people. Vulnerable groups are identified and regularly re-evaluated. The cut-off date for these evaluations is determined and communicated.
- **Livelihood Restoration:** Livelihood restoration programs are implemented for at least a number of years after land acquisition or until livelihoods are fully restored. In terms of compensation for the land acquisition, owners may choose between monetary compensation based on a rate schedule approved by Uganda's land administration office or in-kind compensation in the form of a new house (for primary residence) or a new land.

In addition to the time needed to finalize the various legal documents required for the land acquisitions, the schedule for implementing these acquisitions was impacted by the constraints of the Covid-19 pandemic (lockdown and limits on travel, notably between regions). In order to take these delays into account, in June 2020 TotalEnergies implemented, in conjunction with the Ugandan and Tanzanian authorities, additional financial compensation (15% per year in Uganda and 12% in Tanzania) for the period between inventory and payment. As of December 2023, 99.1% of compensation agreements have been signed and 98% have been paid for Tilenga project. These agreements are supplemented by measures to promote employment, education and respect for women's rights.

For more information on Tilenga project from a Human Rights standpoint, please refer to the Tilenga 2022 Annual Human Rights report⁵.



b. Right to health and an adequate standard of living

In accordance with internationally recognized Human Rights standards, the right to an adequate standard of living is understood to establish a minimum entitlement to food, clothing and housing. When it comes to our activities and projects, noise and dust emissions, and other potential impacts may also have consequences for the livelihood of neighboring communities. A regular dialogue with local stakeholders is necessary to make sure that our affiliates' activities either have no negative impacts on local communities or, if these cannot be avoided, that they limit, mitigate and remedy them.



³ Tilenga and EACOP. acting transparently, | TotalEnergies.com

⁴ https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2021-03/Tilenga_Review_of_IFC_Compliance_in_Project_Implementation_Planning.pdf

⁵ https://totalenergies.ug/system/files/atoms/files/tilenga_2022_annual_human_rights_report_2.pdf

JEAN-CHRISTOPHE RUFIN'S REPORT ON THE SOCIO-ECONOMIC, HUMANITARIAN AND HUMAN RIGHTS SITUATION IN PALMA-AFUNGI- MOCIMBOA AREA, MOZAMBIQUE

At the end of 2022, TotalEnergies on behalf of the partners of Mozambique LNG, entrusted Jean-Christophe Rufin, a recognized expert in the field of humanitarian action and Human Rights, with an independent mission to assess the humanitarian situation in the province of Cabo Delgado where the Mozambique LNG project is located. Published on 23 May 2023, his report highlights the execution quality of the actions undertaken by Mozambique LNG and their positive impact on the living conditions of local populations and makes recommendations for improvements to Mozambique LNG's actions on the ground. Regarding the populations affected by the development of the Afungi industrial site, Jean Christophe Rufin recommends several avenues of improvements to finalize in the best conditions the implementation of the resettlement plan and ensure the compensation of affected persons in accordance with the best practices.

Having considered the report and the recommendations made by Jean-Christophe Rufin, all Mozambique LNG partners have approved the following action plan:

- The establishment of a dedicated Foundation for the implementation of a socio-economic development program chaired by a senior professional with recognized expertise to be recruited.
- An audit plan regarding the relocation and compensation process to identify the corrective actions to be implemented
- The finalisation of the resettlement of the Quitupo village residents
- The acceleration of the payment of compensations to families affected by the project

The complete report of Jean-Christophe Rufin and the detailed action plan published by Mozambique LNG can be found on our website www.totalenergies.com or www.mzlng.totalenergies.co.mz

THE PAPUA LNG PROJECT – ENGAGEMENT WITH STAKEHOLDERS

The Papua LNG project is a liquefied natural gas production project led by TotalEnergies EP PNG (TEPPNG), as the operator, in response to Papua New Guinea's desire to develop its gas resources. The project's Final Investment Decision is planned in 2024⁶.

The project will include a number of assets located both onshore and offshore⁷. It requires approximately 1,600 ha of customary-owned (clan) land. There are eleven customary landowning clans in Petroleum Retention Licence 15 area (PRL-15), the onshore tenement where the gas is produced, and 53 clans have interests in land within the 40 meters wide pipeline construction rights-of-way⁸. Overall, these clans represent a population of 13,000 persons spreading over 39 villages. The Papua LNG project will not require relocation or resettlement of communities.



In 2017, TEPPNG mandated the Danish Institute for Human Rights (DIHR) to conduct a HRIA which is publicly accessible together with recommendations⁹. This HRIA focused on three topics: gender, security and conflict. As the project has been delayed after a suspension of approximately 18 months from mid-2019 to early 2021, an update of the HRIA by an external expert is planned to capture contextual changes and is expected to be launched in 2024.

Pursuant to the HRIA, actions in favour of gender diversity notably in the relations with the communities have been taken. For example, by encouraging women of the communities to speak up and share their grievances by designating a woman in charge of engaging the dialogue, as women could be reluctant to speak to men in certain circumstances. In addition, each community involved in the project as stakeholders has two Village Liaison Officers (male and female), appointed by each given local community but paid by Papua LNG project. Moreover, the project's investment plans for local communities includes a women programme carried out in collaboration with NGOs such as SAGO Network or Kapuna Hospital offering Water-Sanitation-Hygiene programmes which include specific actions for women's health.

In 2022, we put together an Independent Advisory Panel (IAP) of six independent experts in Papua New Guinea made up of local representatives from civil society and international scientists, which was operational even before the final decision was made to invest in the Papua LNG project. The principle underlying such IAP constitution is to be accompanied along the project by these external reviewers, who can voice concerns of the communities, constructively challenge the project, structure and facilitate our stakeholder's engagement. This IAP also discusses with Papua LNG management any issue that may occur in relation with the Papua LNG project alongside progress reports presented to it on a regular basis. Recommendations issued by the IAP are available on: <http://papualng.com.pg/papua.lng/independant-advisory-panel/>.

⁶ <https://totalenergies.com.pg/activities/exploration-and-production/papua-lng-project>

⁷ <https://totalenergies.com.pg/activities/exploration-and-production/papua-lng-project>

⁸ Papua LNG HRIA (p.7)

⁹ https://www.humanrights.dk/sites/humanrights.dk/files/media/document/~%2019_02922-15%20papua_lng_hria_summary_report_final_feb2019%20-%20fd%20461989_1_1.PDF

3. Human Rights and Security

In certain situations, intervention by the Government Security Forces and by Private Security Companies may be necessary to protect TotalEnergies' staff and assets. In order to prevent any misuse of force, TotalEnergies is committed to implementing the Voluntary Principles on Security and Human Rights (VPSHR) issued by States, NGOs and extractive companies. TotalEnergies has joined the VPSHR Initiative (VPI) in March 2012 as a member and is continuing its efforts to further embed and promote the VPSHR into its day-to-day business activities.

Compliance with the VPSHR is based on two major actions: the identification of risks and awareness-raising trainings.

For the risks identification, since 2016, TotalEnergies has been using a VPSHR auto-diagnostic tool¹⁰(AD) and a VPSHR risk-assessment tool¹¹ (RA), which help TotalEnergies' affiliates to evaluate their own conformity to the VPSHR, assess the VPSHR-related risks present in their operating environment, and formulate an action plan with recommendations to mitigate the identified risks. Since 2020, both tools are hosted on a secured digital platform¹².



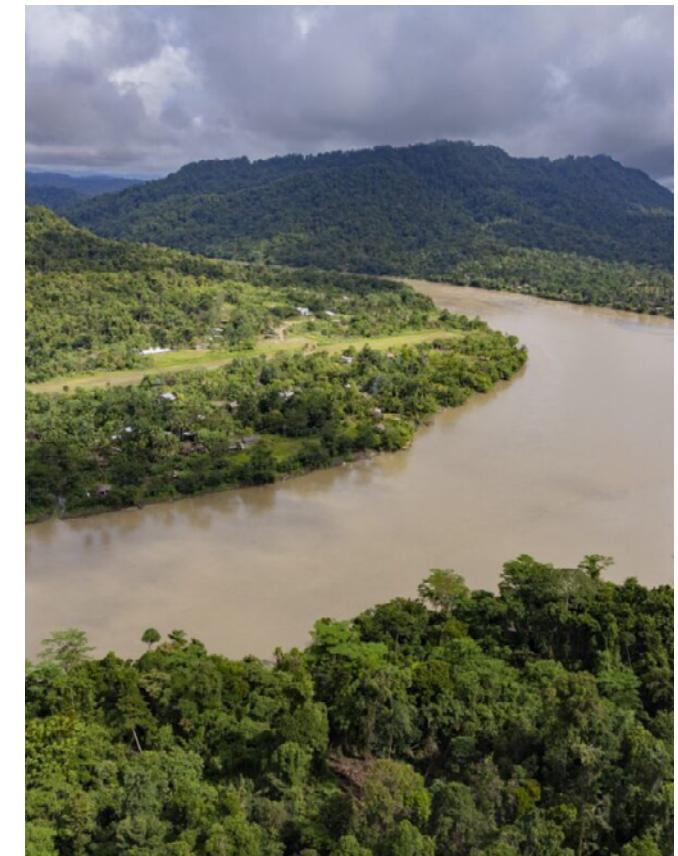
Cabo Delgado Human Rights Training Group Photo and in session photo

Regarding the awareness raising and training, in 2021 and despite the restrictions due to Covid19, 26 VPSHR training sessions were organized in Uganda. A total of 123 Governmental Security Forces members and 349 Private Security Companies guards were trained. In 2022, the Company managed to implement several trainings as well as awareness-raising programmes, mainly at operational levels: 638 people had been trained over several forces including Ugandan military forces, Private Security Companies to include the deployment of both TotalEnergies and its contractors and Uganda Wildlife Authority Rangers. Continuation of VPSHR awareness sessions at local level was therefore encouraged throughout 2022 and organized for employees as well as for Government Security Forces and Private Security Companies working with TotalEnergies. For example, review of the VPSHR trainings material was part of the TotalEnergies Exploration & Production Uganda (TEPU)'s HRIA conducted between 2020 and 2022.

During 2022 and 2023, a focus on business and Human Rights was given to trainings and awareness raising sessions to Mozambique LNG staff as well as to government representatives and civil society organizations (CSO) and NGOs. 142 people participated on the trainings in October 2022¹³ and 155 participated on the trainings in October 2023 in Maputo, Pemba and Palma districts. For more information, see our 2022 VPSHR report¹⁴.



A VPSHR awareness raising session in Cabo Delgado, Mozambique



¹⁰ The AD tool measures the subsidiaries' compliance with the VPSHR, personnel training and relations with government security forces and private security companies

¹¹ The RA tool helps conducting a comprehensive Human Rights-related security risk assessment in the area of operations

¹² To know more about the ADRA tool: https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2023-04/vpshr_annual_report_2022_totalenergies.pdf.

¹³ URD 2022 (p.160)

¹⁴ https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2023-04/vpshr_annual_report_2022_totalenergies.pdf.

OUR RESPONSIBLE DISENGAGEMENT FROM MYANMAR

Following the coup of February 1, 2021 in Myanmar, we decided on January 21, 2022 to withdraw from the country, effective in July 2022. We studied the withdrawal's impact on the Human Rights of our employees and local communities located near the export gas pipeline to Thailand, as well as the Human Rights of our contractor's employees.

The support of external experts was sought to collaboratively develop a methodology for risks mapping and prioritization in order to identify the potential Human Rights impacts of the Company's decision. We also reached out to CSOs to get their input. We identified several for which adequate preventive and mitigating measures were taken. These measures were the following ones:

Engagement with stakeholders: Employees were kept informed of the transitioning process through regular townhalls with the top management of the affiliate at which employees could voice their concerns notably linked to future labour conditions. A counselling hotline for psychological support and a specific grievance management system for our employees and contractors' employees were set up.



Labour contract terms and conditions: we negotiated an agreement with PTTEP (the Thai company which became the new operator of Myanmar's Yadana gas field) in which it pledged to take on virtually all of our employees without changing the terms of their contracts.

Corporate social responsibility (CSR) programmes: we negotiated with PTTEP to continue a social engagement program benefitting local communities to which we contributed. As part of a commitment made in 2021, we have donated \$25.3 million to humanitarian organizations working with the local population.

TOTALENERGIES' RESPONSE TO THE AGGRESSION OF UKRAINE

TotalEnergies has condemned and reaffirms its firmest condemnation of Russia's military aggression against Ukraine which has tragic consequences for the Ukrainian population and threatens peace in Europe. TotalEnergies took steps to ensure the security of its Ukrainian employees and set out in March 2022 its principles of conduct regarding its Russian related businesses.

<https://totalenergies.com/media/news/press-releases/russia-totalenergies-shares-its-principles-conduct>



4. Looking ahead

We are mindful of the issues related to a just transition raised by our activities and our own transformation to achieve net-zero emissions by 2050, together with society. We are constantly working on improving our own capacity and knowledge related to the challenges that new business activities trigger. In this regard, we welcome every initiative towards dialogue and cooperation in this field.

New energies like wind or solar, or Nature Based Solutions (NBS), are activities that require land and may therefore impact populations living on such land or who use such land for their subsistence. NBS projects' typical impacts relate to access to land notably in terms of resettlement of affected populations, livelihood impacts whether induced by a resettlement or not (e.g. impact on access to hunting, herding or agriculture areas without local residence), cultural heritage (forests, trees or rivers may be sacred and worshipped or have spiritual dimensions in some populations beliefs). In 2022, TotalEnergies launched studies on Human Rights impacts of NBS projects and ways of apprehending and addressing those impacts with the assistance of external experts.

It is our view that an open civic space and the role of civil society organizations and other Human Rights defenders are necessary to ensure respect for Human Rights and to voice the concerns of right holders. As part of our activities, we promote dialogue and discussions with Human Rights defenders, as defined in the United Nations Declaration on Human Rights Defenders.

Recent events during 2021 and 2022 have drawn us to pay more attention to the possible impact of the environment and the context of our projects in heightened risk areas such as conflict-affected areas on the continuation of our activities. Our experience of withdrawing from Myanmar and our exposure to the Ukraine/Russia conflict have been particularly insightful in this regard.

CONGO BACASI NBS PROJECT – LIVELIHOOD RESTORATION

In 2021, TotalEnergies Nature Base Solutions (TNBS) and Forêt Ressources Management signed a partnership agreement with the Republic of the Congo to plant a 40,000-hectare forest on the Batéké Plateau of Congo (Bacasi project). The new forest is expected to create a carbon sink that could sequester more than 10 Mt of CO₂ over 20 years.

The area conceded to the BaCaSi project spreads over two towns and about 40 villages, with an estimated population of 26,000 inhabitants. Preliminary 2020 studies on the ground have identified four categories of vulnerable peoples exposed to Human Rights risks within the project and require specific attention: women and girls, young people, indigenous peoples and migrant workers from the Democratic Republic of the Congo cultivating on the project area.

The project, financed by TNBS, includes agroforestry practices developed with the local communities for agricultural production and sustainable wood energy¹⁵. TNBS has voluntarily committed to comply with the international environmental and social standards of the World Bank's, and those of the carbon certification standards (VCS and CCB), in addition to the applicable national laws of Congo.

UGANDA – THE INTEGRATION OF THE SALIENT ISSUES RELATED TO HUMAN RIGHTS DEFENDERS

In November 2022, Total Exploration & Production Uganda's (TEPU) issued a Statement on Human Rights Defenders completed by a video of TEPU's General Manager accessible on TEPU's website from December 2022. In this Statement, it recognizes the legitimacy and important role of Human Rights Defenders (as defined in the UN Declaration on Human Rights Defenders of 1998) in the promotion and protection of Human Rights. It also explains that it is TEPU's policy to respect freedom of expression, freedom of association and freedom of peaceful assembly, as well as access to information in its engagement with stakeholders affected by its activities.

This action framework relating to respect for Human Rights Defenders' rights in Uganda was established notably on the basis of an ad-hoc mission in Uganda in April 2021 by Michel Forst, former UN Special Rapporteur on Human Rights Defenders and currently Aarhus Convention Special Rapporteur on Environmental Defenders. This mission report as well as the corresponding action plan is publicly accessible on TEPU's website¹⁶.



¹⁵ <https://totalenergies.com/media/news/press-releases/total-and-frm-to-plant-forest-in-congo>

¹⁶ <https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2021-09/Human-Rights-Defenders-Report-2021.pdf>



Integration in our processes and actions

Due diligence and Human Rights risks mapping

Awareness raising - Trainings

Integration in the supply chain

Remediation processes and access to remedy

1. Due diligence and Human Rights risks mapping

a. TotalEnergies' Human Rights risks mapping

The risks of impacts on Human Rights for TotalEnergies personnel and third parties, as presented in the previous section, were identified according to the criteria defined in a well established reference document for the mapping of Human Rights risks, the United Nations Guiding Principles Reporting Framework : severity, scope and/or the remediable nature of the impact. In line with the UNGPs, we undertake Human Rights due diligence to identify, prevent, mitigate and account for how we address any adverse Human Rights impact in which we may be involved, and apply the UNGPs risk-based approach to narrow down our analysis for each business segments of the Company. We use VeriskMaplecroft®'s tool to support our risks mapping exercise.

As part of our Human Rights' due diligence process, we consult with potentially affected stakeholders, civil society organizations and trade unions as relevant, and we pay particular attention to the people who are the most vulnerable to or at risk of adverse Human Rights impacts from our activities and business relationships. These include, but are not limited to, women, children, Indigenous Peoples, Human Rights Defenders, migrant workers, LGBT+ people, people with disabilities and minority groups.

In 2019, TotalEnergies updated its procedures to analyze risks of impacts on Human Rights (taking into account the country, types of activity and types of raw materials or purchased products and services). This work was done with a specialized consultant and included workshops with internal and external stakeholders. It took into account international country risk indicators established by a specialized third party. This process notably offers a support to Subsidiaries located in geographic areas with higher risk of impacts on Human Rights. Based on these parameters, a prioritization matrix is used to determine whether further measures are needed. These mainly include preventive measures but can also include mitigation measures that may be technical or organizational in nature.

b. The Risk Committee (“Corisk”)

Any project submitted to the Executive Committee (and therefore giving rise to a financial commitment that exceeds certain thresholds) is first examined by Corisk. Corisk is chaired by a member of the Executive Committee: the President of Strategy & Sustainability or, in her absence, the Chief Financial Officer. It is made up of representatives from the corporate Strategy & Climate and HSE divisions, both attached to the Strategy & Sustainability division, as well as the representatives of the Finance (including Insurance) and Legal divisions. The Risk Committee (Corisk) is tasked with reviewing these projects in advance, and in particular with verifying the analysis of the various associated risks. Those include, inter alia, health, safety, environmental, social and Human Rights risks.

c. Environmental and Social Impact Assessment (ESIA)

For any new industrial project likely to have significant impacts on its stakeholders, a Societal Baseline Study (SBS), an Environmental and Social Impact Assessment (ESIA) or simply a Social Impact Study (SIS) are conducted to identify the impacts of the activities on potentially affected stakeholders. In each case, such study will require engagement with stakeholders. This process is embedded in an internal directive applicable across the Company which was issued in 2014. It assesses the sensitivity of the human, social, economic and cultural environment as well as the societal impacts (including Human Rights) related to the operations and the presence of the entity or affiliate. The ESIA also analyses the positive and negative, direct and indirect, actual and potential impacts of the project on people. By reference to the Human Rights Guide of TotalEnergies, impacts analysed relate to (I) Human Rights on the working place, (II) the rights of the local communities, including access to land, rights to health and to adequate standard of living, and (III) the Human Rights related to security issues.

A dedicated internal rule adopted in 2018 concerning stakeholder and local impact management describes TotalEnergies' requirements for a unified approach to managing the societal risks and impacts of its operations. This is based on an assessment of the sensitivity of the societal context and the impacts relating to operations.

ESIAs are typically carried out by third-party experts, under the supervision of the TotalEnergies' HSE teams. They are publicly disclosed following the locally applicable rules.

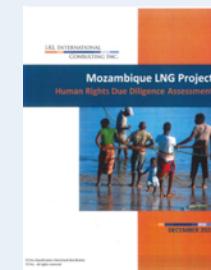
d. Human Rights Impact Assessment (HRIA) on projects

In alignment with the UNGPs, we also carry out, where appropriate, HRIsAs based on a Human Rights risk-based approach with the assistance of independent third party experts. A HRIA identifies the salient Human Rights issues of a project, allowing to take those impacts into account in the project's development through action plans. It may be conducted in addition to the environmental and societal impact assessments (ESIA), both assessments being therefore complementary.

OUR PROJECTS HRIA OR HRDD



Papua LNG HRIA Feb 2019



Mozambique LNG HRDD – Dec 2020



Tilenga project HRIA Jan 2022



EACOP HRDD update Dec 2022

e. HRIA Action plan

As an outcome of a projects HRIA, an action plan is designed in order to tackle the Human Rights issues that have been identified in the HRIA. A Human Rights coordinator ensures that this action plan is implemented. Currently, there is a coordinator in Uganda for the Tilenga project, in Tanzania for the EACOP project, in Mozambique for the Mozambique LNG project and in Papua New Guinea for the Papua LNG project. The Human Rights Department provides support to the determination of such action plans with the cooperation of the business segment's Human Rights Coordinator and ensures coherence throughout the Company by conveying best practices.

HRIA action plans are also reviewed by external experts and monitored by the teams on the field by keeping continuous dialogue with the local communities that may be affected by the project and other stakeholders. Highlights of the monitoring are reported by the local teams to the business segment's Human Rights Coordinator. Adjustments to the HRIA action plans may be decided and implemented based on such monitoring.

Subject to compliance with applicable laws and contractual undertakings, HRIA as well as HRIA action plans are both published on our usual corporate medias, whether at the affiliate level or at the corporate level. They are appended to the associated HRIA report.



Engagement with local communities in Uganda

2. Awareness raising - trainings

In order to disseminate the Company's commitments and a culture of respect of Human Rights, TotalEnergies aims to raise its employees' awareness via internal communication channels such as intranet sites or events such as the Business Ethics Day, which is held each year (headquarters and subsidiaries) or the organisation of trainings on specific topics.

In addition, a Human Rights a training plan for the Company was developed in 2020 to promote the development of a culture of respect for Human Rights within the Company, to better manage the associated risks, and to upskill all employees, so that they become agents of change in the long term. This plan covers our employees, which are differentiated in terms of priority: – the most influential categories (such as Country Chairs, Project Managers and Asset Managers in high risks countries and projects); – the categories most exposed to Human Rights risks or whose actions may have potentially negative impacts on Human Rights (such as service station managers within the Marketing & Services segment or Community Liaison Officers (CLOs) in the Exploration & Production segment).

First in-person trainings were organized in 2020 and since then, approximately 4,700 employees have been trained within the subsidiaries of the different branches and sectors of activity in countries such as Mozambique, Kenya, Mexico, Argentina, Brazil and the United Arab Emirates. Finally, an e-learning focusing on Human Rights in the workplace has been included to the Company's compulsory e-learning package for all employees. Since 2019, more than 69,000 employees have been trained to Human Rights in the workplace.

In addition to the Human Rights Training Plan, during each Ethics and Human Rights Assessment conducted by GoodCorporation, a consultant, an awareness raising session is conducted in partnership with the Ethics Committee, to the local EXCOM and top management teams.

¹⁸ <https://www.unwomen.org/en/what-we-do/ending-violence-against-women/unite>

¹⁹ EACOP Local Report (p.68). <https://eacop.com/report/hrdd-report-summary/>

EACOP - FOCUS ON WOMEN AND GENDER-BASED VIOLENCE

Actions of awareness raising also target the civil society on topics of public interest such as protecting women and girls, as particularly vulnerable people, from violence whether physical or mental. For example, in Uganda, EACOP joined the "Global 16 Days of Activism" Campaign against Gender Based Violence in November 2022, under the theme: "UNITE! Activism to End Violence against Women & Girls"¹⁸.

Working with the local districts, EACOP created awareness and sensitization on gender-based violence at village level and proposed educative sessions with an online Guest Speaker for EACOP staff with a focus on prevention and response to sexual harassment in the workplace¹⁹.

To know more about EACOP's Human Rights issues :
<https://eacop.com/report/hrdd-report-summary/>



Posters displayed during 2022 campaign - Nov/Dec

ASSESSMENT OF THE WORKING CONDITIONS IN SERVICE STATIONS AND HUMAN RIGHTS TRAINING

The Marketing & Services (M&S) business segment has put in place an M&S Human Rights Committee in charge of coordinating the M&S Human Rights Roadmap and promoting the respect of Human Rights in all of M&S's activities.

The M&S Human Rights Roadmap includes regular assessments of employees' working conditions at service stations, the integration of VPSHR provisions in key contracts as well as awareness-raising and training sessions. In 2022:

- M&S launched a pilot project of onsite Human Rights at work assessments at service stations in five countries (DRC, Tanzania, Cambodia, Zimbabwe, Jamaica) conducted by an external provider. Each assessment aimed at identifying good practices and areas for improvement.
- To raise awareness and extend the perimeter of these onsite assessments, M&S has developed two Human Rights at work online self-assessments for M&S affiliates' Management Committees and service stations' dealers.

Around 22,000 M&S employees have taken the online training course related to Human Rights at work and around 500 Territory Managers and service station dealers attended in-person trainings on the respect of Human Rights.



3. Integration of Human Rights in the supply chain

TotalEnergies' activities generate hundreds of thousands of direct and indirect jobs worldwide. Present in close to 130 countries, the Company works with a network of over 100,000 suppliers of goods and services. In terms of social and environmental responsibility, the activities of the Company's subcontractors and suppliers are likely to present the same risks as those associated with TotalEnergies' activities. The main risks relate primarily to Human Rights in the workplace (forced labour, child labour, discrimination, decent work), health and safety and security, corruption, fraud, environment including climate, biodiversity, circular economy and responsible use of natural resources (water, forests).

The Company pays particular attention to working with sustainable

suppliers who respect both Human Rights and the environment throughout its value chain. The Company expects its suppliers to adhere to the **Fundamental Principles of Purchasing** which derive from its Code of Conduct. To that end, the Company has chosen to have the management of its supplier relations coordinated by a dedicated cross-functional entity, TotalEnergies Global Procurement (TGP), which is specifically tasked with providing Purchasing services and assisting the Company's entities and sites. TGP is rolling out a complete supplier engagement and qualification process, which includes an ethics and Human Rights dimension. A system for the assessment of suppliers by a third-party expert has also been set up on the basis of criteria that measure respect for Human Rights. Each entity is responsible for the implementation of this qualification process.



The **Fundamental Principles of Purchasing** published for the first time in 2018 and recently updated in 2022 lay out the commitments that TotalEnergies expects from its suppliers in the following areas: respect for Human Rights at work, protection of health, safety and security at work, action on climate; protection of the environment, prevention of corruption, conflicts of interest and combatting of fraud, respect for competition law; promotion of economic and social development.

Subsidiaries ensure that the requirements of the Fundamental Principles of Purchasing are communicated to Suppliers and endeavor to include them in contracts or replace them with equivalent principles at the end of negotiation.

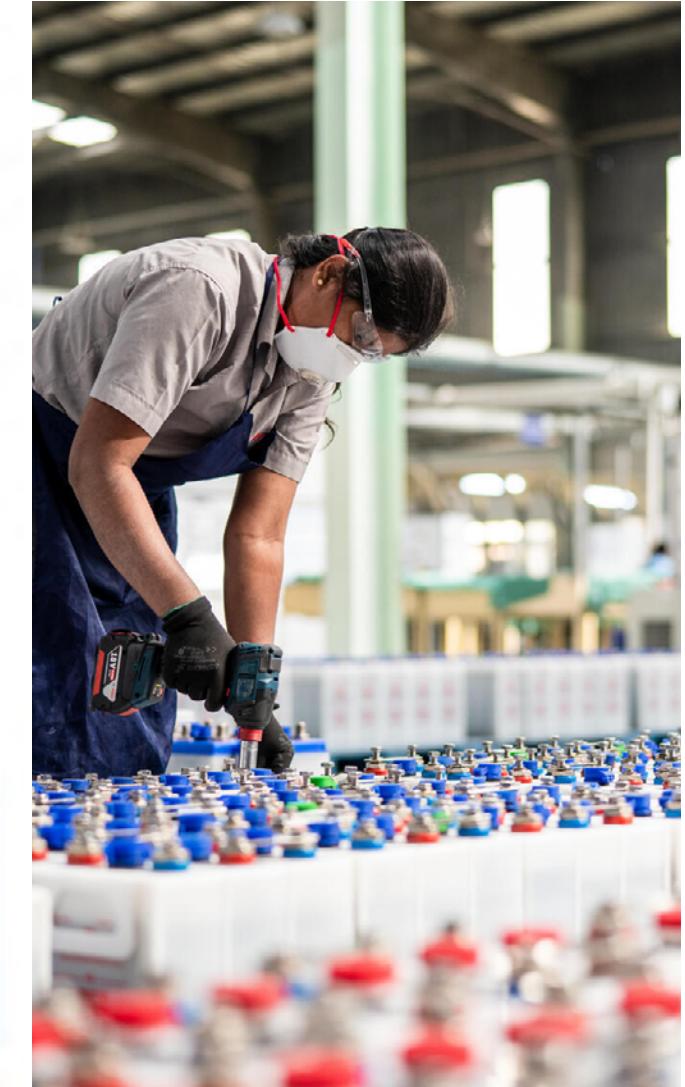
TotalEnergies also has put in place a robust pre-qualification process. This pre-qualification procedure for Suppliers of goods and services, concerning six criteria (administrative, anti-corruption, technical, HSE, financial, and sustainability) allows the evaluation of Suppliers as for the respect of Human Rights at work, safety, health and the environment. A risk analysis is carried out for each Supplier, followed where deemed necessary by a detailed assessment. The detailed assessment includes questionnaires on each of the aforementioned issues and, if needed, results in an action plan, a technical inspection of the site by employees or an audit of working conditions carried out by a consultant.

Since 2016, the Company has had audits of Human Rights and working conditions at its Suppliers carried out by an independent external service provider. Usually, the audit includes an on-site visit, a documentary review and interviews with workers. The audits target suppliers most at risk regarding Human Rights, identified by cross-referencing the CSR risks mapping with Human Rights country-related risk indicators. Suppliers go through an audit on a yearly basis. These audits measure respect for Human Rights in the workplace, and cover topics including child labour, forced labour, discrimination, freedom of association and the right to collective bargaining, working conditions (overtime, days off) and workplace health and safety. In the event of shortcomings, the supplier must present an action plan to the TotalEnergies teams and then undergo a verification audit.

Between 2016 and 2018, the Company audited approximately 30 suppliers per year in terms of Human Rights and working conditions, and 80 to 100 between 2019 and 2021. In 2022, 200 suppliers were audited. A 2023 audit plan, targeting 300 suppliers, was defined in 2022, with the target to achieve a cumulative 1,300 suppliers audited by the end of 2025. To date, 740 potentially high-risk suppliers in terms of Human Rights have been audited, in 86 countries, involving 100 affiliates and covering 230,000 people. For 385 suppliers, it was necessary to implement action and monitoring plans, 171 of which led to complete improvements (validated by a follow-up audit) positively impacting the working conditions of more than 60,000 of their employees. For example, an Asian carrier whose employees were working over 80 hours a week, because there was no local law on working hours, agreed to align its practice with international standards to meet TotalEnergies' requirements. Other corrective actions benefitting to workers such as systematically allowing one day of leave per week, securing access to drinkable water, or properly calculating and remunerating overtime have been implemented.

AT RISK MINERALS IN SUPPLY CHAINS

In 2022, TotalEnergies conducted an internal study to identify the Company's priorities in this area. This study, based on a materiality analysis and a risk analysis, identified three priorities: cobalt, polysilicon and conflict minerals (gold, tungsten, tin, tantalum). More information can be found in our 2022 Universal Registration Document page 363.



4. Remediation processes and access to remedy

a. Company level

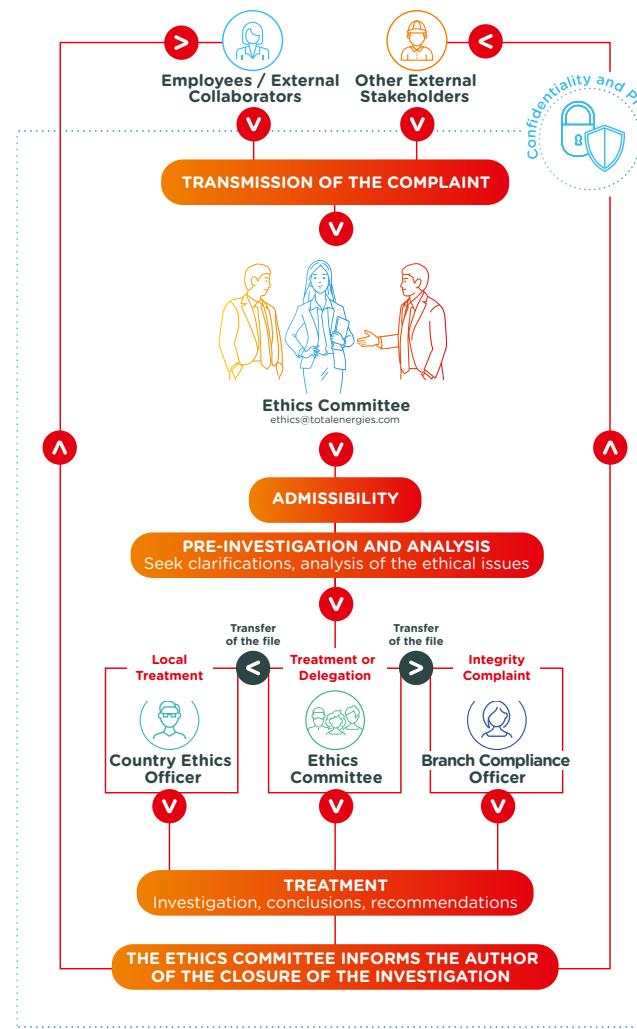
The Company's employees, suppliers as well as any other external stakeholders can contact the Ethics Committee to ask questions or report any incident involving a risk of non-compliance with the Code of Conduct, which includes cases involving Human Rights, by using a generic email address (ethics@totalenergies.com). This system was set up in 2008. The collection and processing of ethical complaints procedure published internally and on the TotalEnergies website since December 2020, formally sets out the existing approach for collecting and processing complaints sent to the Ethics Committee by internal or external stakeholders concerning behaviors or situations contrary to the Code of Conduct. It ensures that the identity of the person making the report is protected, rules out any reprisals against them or against those taking part in the processing of the complaint, and respects applicable laws and regulations in terms of protecting personal data. The procedure was presented for consultation to the employee representatives in France.

The Chairwoman of the Ethics Committee, who directly reports to the Chairman and CEO of the Company, presents an annual report on the Committee's ethics-related activities to the Governance and Ethics Committee of the Board of Directors.

When the Ethics Committee observes a breach of the Code of Conduct, management draws the necessary conclusions and sanctions may be imposed in conformity with the applicable law and the procedures negotiated locally with staff representatives (examples include verbal reminders, written warnings, suspension or dismissal). All cases logged in the mechanism through the online network are treated. Half of them qualify as claims and result in corrective measures which enable improvements of our processes and of our answers to people. In 2022, the Ethics Committee received about 150 reports (internal, external, anonymous) regarding compliance with the Code of Conduct, more than 60% of them concerning matters relating to Human Resources.

COLLECTION AND PROCESSING OF ETHICAL COMPLAINTS

The authors of a complaint are informed of the progress of their case (reception, analysis, actions, closure). The authors can choose to remain ANONYMOUS.



All reports received are addressed and, when necessary, recommendations are made in order to lead to the implementation of corrective actions. For example, in cases of gender-based Human Rights violations such as inappropriate behaviours, including sexual harassment, sanctions against the perpetrator like terminating the employment relationship may be decided in the most severe cases.

b. Operational level

Considering that our activities may generate concerns from local communities, and in line with our engagement towards the UNGPs, it is essential to provide communication channels and grievance mechanisms with stakeholders. Aligned with the UNGPs and our internal standards, we set up channels accessible to local communities and residents to provide appropriate response to adversely affected stakeholders.

As regards community grievance management, an internal guide, adopted in 2020, describes the methodology and procedures for managing individual and collective grievances resulting from Activities, based on the UNGPs effectiveness criteria among which the criteria of being based on engagement and dialogue or of accessibility. For example, accessibility can be limited in practice notably when there is no access to technology or cell phones). It is therefore necessary to use alternative awareness raising spots such as radio, podcasts, flyers like in Uganda, or even dedicated physical mail boxes where a claim made on paper can be posted like in Papua New Guinea.

Having a common understanding with our stakeholders of the necessity of the grievance mechanisms is paramount to the relationship with them.

The TotalEnergies' HSE Environmental and Social teams supervise the implementation of such processes and associated grievance mechanisms in the countries of operations and foster a continuous improvement of the procedures. The evaluation of such process is made in the One MAESTRO management system framework. At the end of 2022, 100% of the Subsidiaries in the EP, RC and MS segments within the One MAESTRO scope with an operational activity, had a grievance management mechanism in place.

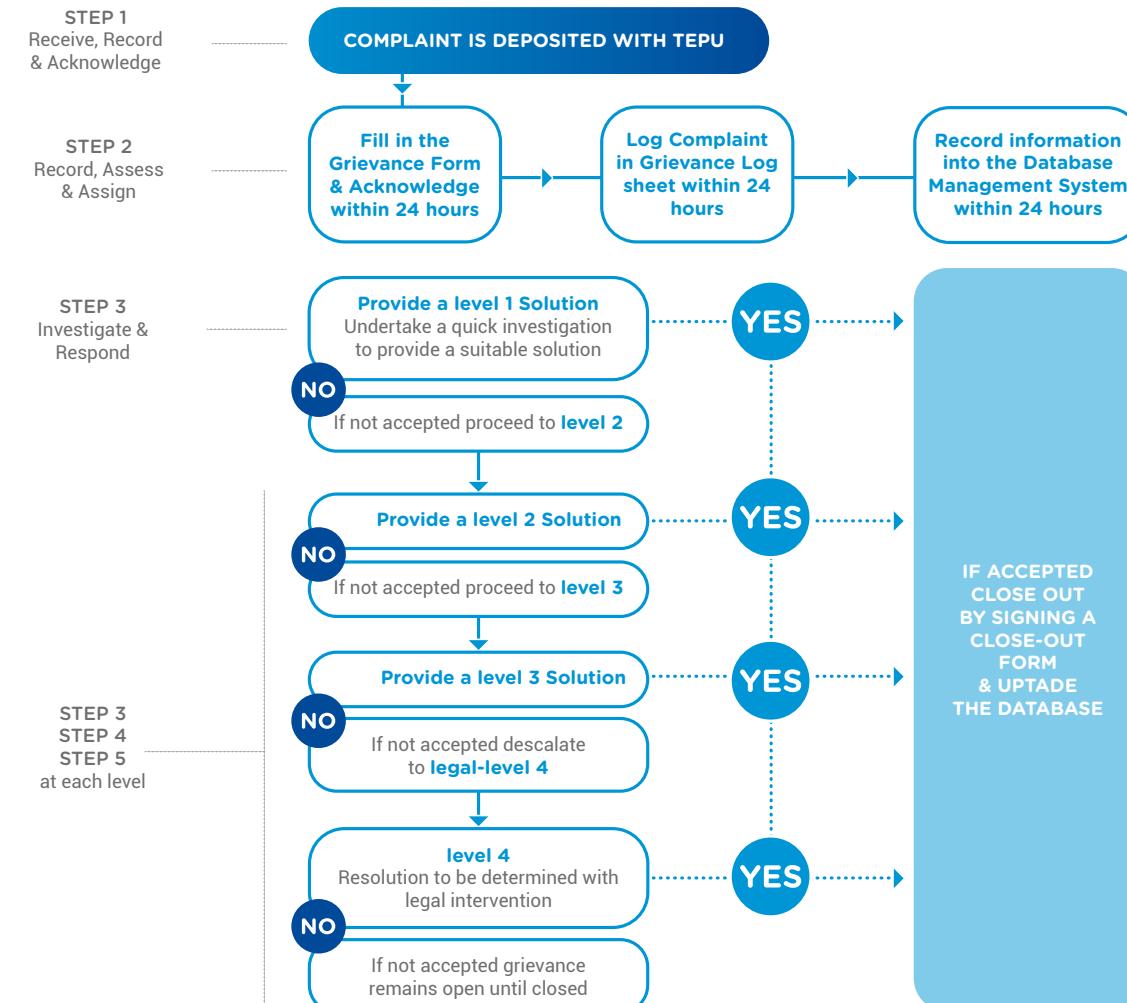
THE GRIEVANCE MECHANISM FOR THE TILENGA PROJECT

The project has established multiple grievance mechanisms for community members, contractors, sub-contractors and suppliers; and its own direct workers. These include:

- The **Community Grievance Procedure**, which receives and responds to these grievances. In addition, contractors are contractually required to establish a procedure identical to the TotalEnergies EP Uganda (TEPU) Community Grievance Procedure.
- The **"My Safety for All" mechanism**, using mobile app technology. It has been implemented to allow workers and contractors to raise issues about safety performance.
- The **Tilenga Road Safety mechanism**, using mobile app technology. It is being piloted to allow workers and contractors to raise issues about road safety.
- The **TEPU Employee Grievance Procedure**, which has been implemented for the TEPU's direct employees.
- The **TEPU Bullying and Harassment Policy**, which has been implemented for the Project's direct workers, which also extends to visitors and contractors.

The grievance procedure has been presented to stakeholders at each consultation phase and is managed by community liaison officers (CLOs). In order to ensure effective and operational grievance mechanisms, each complaint is investigated in accordance with the following structure.

This grievance mechanism structure with 4 levels is very similar to the grievance mechanism used by EACOP for the EACOP project.



MOZAMBIQUE LNG – ANOTHER EXAMPLE OF LOCAL GRIEVANCE MECHANISM

With respect to remedying Human Rights issues, a grievance mechanism is attached to Mozambique LNG with the goal to receive, assess, fairly and promptly respond to grievances in a respectful way, providing a transparent redress mechanism for those who have, or perceive to have been adversely impacted by the project activities. Besides, an Incident Review Committee responsible for regular review of VPSHR measures applied to JTF member committing misconduct is also in place.

Mozambique LNG maintains and operates a Greenline, which offers the community a reporting channel to raise concerns and communicate potential threats and violations of Human Rights. Calling the Greenline is free. Communities raise different issues including, but not limited to, Human Rights abuses, resettlement, environment, security, and they also share their feelings about the Project. The implementation of the Greenline has contributed meaningfully to effective engagement with stakeholders which has enabled Mozambique LNG to maintain good relationships with the communities based on trust.



Public display of the Greenline



Your feedback is welcome

This Human Rights Briefing Paper aims at providing insightful information on TotalEnergies' approach and actions regarding Human Rights. It also aims at being a guide to our operational teams in their activities and on their actions, building on practices and experiences since the last edition in 2018. With a view to continuous improvement, we would welcome any feedback on this Human Rights Briefing Paper at humanrights@totalenergies.com.

Glossary

ACRONYMS

CDA

Collaborative for Development Action

CLO

Community Liaison Officer

CSO

Civil Society Organization

CSR

Corporate Social Responsibility

DIHR

Danish Institute for Human Rights

EACOP

East African Crude Oil Pipeline

EXCOM

Executive Committee of TotalEnergies

E&P

Exploration & Production
(TotalEnergies business segment)

ESHIA

Environmental, Social, and Health Impact Assessment

ESIA

Environmental and Social Impact Assessment

FPP

Fundamental Principles of Purchasing
(TotalEnergies governance rule)

HHDD

Heightened Human Rights Due Diligence

HRIA

Human Rights Impacts Assessments

HSE

Health, Safety & Environment IA International Alert

ILO

International labour Organization

LDF

Local Development Fund

MoU

Memorandum of Understanding

M&S

Marketing & Services
(TotalEnergies business segment)

NGO

Non-governmental organization

OECD

Organization for Economic Co-operation and Development

One-MAESTRO

Management and Expectations Standards Towards Robust Operations (TotalEnergies governance rule)

R&C

Refining & Chemicals
(TotalEnergies business segment)

SRM+

Stakeholder Relationship Management
(TotalEnergies tool)

TGP

TotalEnergies Global Procurement
(Procurement entity of the TotalEnergies Group)

UDHR

Universal Declaration of Human Rights

UNFCCC

United Nations Framework Convention on Climate Change

UNGPs

United Nations Guiding Principles on Business and Human Rights

VPSHR

Voluntary Principles on Security and Human Rights

Annexes

ANNEX 1

UN Guiding Principles Reporting Framework Index

UNGPR Reporting Framework	Location where addressed in this Briefing Paper	Other locations
Policy commitment	A1.1	4, 5, 11
	A1.2	8, 12-23
	A1.3	24-31
Embedding Respect	A2.1	10, 24-30
	A2.2	10, 25, 26
	A2.3	15-17, 26
	A2.4	11, 26-28
	A2.5	3, 5, 11, 12-31
Statement of salient issues	B1	7-8, 12-23
Explanation of salient issues	B2	12-23
Geographical focus (if any)	B3	12-23
Additional severe impacts (if any)	B4	12-23
Specific Policies	C1.1	8-11, 12-23

Annexes

ANNEX 1 (continued)

UNGP Reporting Framework	Location where addressed in this Briefing Paper	Other locations
Stakeholder Engagement	C2.1	9, 10, 12-23
	C2.2	12-23
	C2.3	12-23, 18
Assessing impacts	C3.1	12-25
	C3.2	12-23
Integrating Findings and Taking Action	C4.1	24-31
	C4.2	24-31
	C4.3	12-23, 24-31
Tracking Performance	C5.1	9, 12-23, 18, 19, 24-31, Annex 3
Remediation	C6.1	9, 14, 29-31
	C6.2	29-31
	C6.3	29-31
	C6.4	9, 14, 29-31
	C6.5	12-23, 29-31

ANNEX 2

Our partners and partnerships



Shift



Good Corporation



Global Business Initiative (GBI)



World Business Council on Sustainable Development (WBCSD)



CDA Collaborative learning Projects



International Petroleum Industry Environmental Conservation Association (IPIECA)



Voluntary Principles on Business and Human Rights (VPSHR)



Business for Social Responsibility (BSR)



ILO Child Labour Platform



United Nations Global Compact (UNGC)

ANNEX 3

List of references and reports mentioned in the document

Key TotalEnergies documents relating to Human Rights

- Code of Conduct (edition 2018 – rebranded 2021)
https://totalenergies.com/sites/g/files/nytnzq121/files/atoms/files/total_code_of_conduct_va_0.pdf
- Human Rights Guide 2015
https://totalenergies.com/sites/g/files/nytnzq121/files/atoms/files/human_rights_internal_guide_va.pdf
- Human Rights Briefing Paper 2016 (HRBP 2016)
https://totalenergies.com/sites/g/files/nytnzq121/files/atoms/files/total_human_rights_briefing_paper_july_2016_0.pdf
- Human Rights Briefing Paper Update 2018 (HRBP 2018)
https://totalenergies.com/sites/g/files/nytnzq121/files/atoms/files/human_rights_-briefing_paper_update.pdf
- Practical Guide to Dealing with religious questions
https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2022-04/guide_fait_religieux_version_en_0.pdf
- Charter of principles and guidelines regarding Indigenous and Tribal Peoples 2012
https://totalenergies.com/sites/g/files/nytnzq121/files/atoms/file/charter_peuples_autochtones_en.pdf
- Fundamental Principles of Purchasing 2021
https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2022-05/Brochure_Fundamental_Principles_of_Purchasing.pdf

Human Rights Impact Assessment (HRIA) / Human Rights Due Diligence (HRDD)

- Mozambique LNG HRDD
https://mzlng.totalenergies.co.mz/en/system/files/atoms/files/final_hrdd_report_24_may.pdf
- Tilenga HRIA – Full report
https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2022-07/Tilenga_HRIA_Full_Report_1.pdf
- Tilenga HRIA – Summary report
https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2022-07/HRIA_Summary_Report.pdf
- EACOP HRIA and HRDD
<https://eacop.com/wp-content/uploads/2022/09/HRIA.pdf>
<https://eacop.com/wp-content/uploads/2023/05/EACOP-HRDD-Report-DISCLOSURE-FEBRUARY-2023.pdf>
- Papua LNG HRIA
<https://www.humanrights.dk/publications/papua-lng-human-rights-impact-assessment>

Mandatory / Voluntary reports of TotalEnergies SE

- Universal Registration Document (URD) 2022, published in March 2023
https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2023-03/TotalEnergies_URD_2022_EN.pdf

- Universal Registration Document (URD) 2021, published in March 2022
https://totalenergies.com/system/files/documents/2022-03/DEU_21_VA.pdf
- Sustainability & Climate Progress Report (S&C Progress Report) 2023, published in March 2023
https://totalenergies.com/system/files/documents/2023-03/Sustainability_Climate_2023_Progress_Report_EN.pdf
- Sustainability & Climate Progress Report (S&C Progress Report) 2022, published in March 2022
https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2022-05/Sustainability_Climate_2022_Progress_Report_accessible_version_EN.pdf
- VPSHR Annual Report 2022, published in April 2023
https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2023-04/vpshr_annual_report_2022_totalenergies.pdf?ref=zitamar.com
- VPSHR Annual Report 2021, published in March 2022
https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2022-04/vpshr_annual_report_2021_totalenergies.pdf
- Tax Transparency Report 2023, published in April 2023
https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2023-05/TotalEnergies_Tax_transparency_report_2021-2022.pdf

ANNEX 3 (continued)

List of references and reports mentioned in the document

Other Human Rights policies / voluntary reports of TotalEnergies' affiliates

- Human Rights policy of TotalEnergies EP Mozambique Area 1, operator of Mozambique LNG

https://mzlng.totalenergies.co.mz/en/system/files/atoms/files/final_eng_hr_policy.pdf

- Human Rights policy of TotalEnergies EP Uganda, operator of Tilenga project

https://totalenergies.ug/system/files/atoms/files/human_rights_policy.pdf

- Human Rights policy of EACOP

<https://eacop.com/human-rights-policy/>

- Mozambique LNG - Jean-Christophe Rufin's report on the socio-economic, humanitarian and Human Rights situation in the Palma-Afungi-Mocimboa area, and action plan, published on 23 May 2023:

- https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2023-05/Mozambique_LNG_report.pdf

- https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2023-05/Mozambique_LNG_action_plan.pdf

- Tilenga 2022 Annual Human Rights report

https://totalenergies.ug/system/files/atoms/files/tilenga_2022_annual_human_rights_report_2.pdf

- TotalEnergies Exploration & Production Uganda (TEPU) Human Rights defenders report

<https://totalenergies.com/sites/g/files/nytnzq121/files/documents/2021-09/Human-Rights-Defenders-Report-2021.pdf>

- EACOP Local report on FPIC agreement / Akie community

<https://eacop.com/wp-content/uploads/2023/03/FPIC-Akie-Community-ENGLISH-EDIT-F.pdf>

- EACOP Local report on FPIC agreement / Taturu community

<https://eacop.com/wp-content/uploads/2023/03/FPIC-Agreement-Taturu-Community-English.pdf>

ANNEX 4

Performance indicators

	unit	2018	2019	2020	2021	2022
Occupational Safety						
Millions of hours worked - All personnel	Mh	456	467	389	389	392
Company Personnel	Mh	237	243	211	215	217
Contractor's employees	Mh	219	224	178	174	175
Number of occupational fatalities - All personnel¹	Nb	4	4	1	1	3
Company Personnel	Nb	0	0	0	1	0
Contractor's employees	Nb	4	4	1	0	3
Number of occupational fatalities per hundred millions hours worked - All personnel	Nb/100Mh	0.88	0.86	0.26	0.26	0.77
Company Personnel	Nb/100Mh	0.00	0.00	0.00	0.46	0.00
Contractor's employees	Nb/100Mh	1.83	1.79	0.56	0.00	1.71
Number of occupational injuries - All personnel	Nb	416	376	289	285	263
Company Personnel	Nb	195	181	134	127	130
Contractor's employees	Nb	221	195	155	158	133
Number of lost days due to accidents at work - All personnel	Nb	7,563	8,108	6,764	5,980	5,724
Company Personnel	Nb	3,298	4,949	3,429	2,703	3,116
Contractor's employees	Nb	4,265	3,159	3,335	3,277	2,608
Number of severe road accidents	Nb	30	33	27	21	15
Light vehicles and public transportation	Nb	7	9	0	1	3
Heavy goods vehicles (truck)	Nb	23	24	27	20	12

¹ Target zero fatalities

ANNEX 4 (continued)

Performance indicators

	unit	2018	2019	2020	2021	2022
Occupational Safety						
TRIR: number of recorded injuries per million hours worked -All personnel	Nb/Mh	0.91	0.81	0.74	0.73	0.67²
Company Personnel	Nb/Mh	0.82	0.74	0.63	0.59	0.60
Contractor's employees	Nb/Mh	1.01	0.87	0.87	0.91	0.76
LTIR: number of lost time injuries per million hours worked - All personnel	Nb/Mh	0.59	0.48	0.48	0.48	0.45
Company Personnel	Nb/Mh	0.62	0.52	0.50	0.47	0.51
Contractor's employees	Nb/Mh	0.56	0.43	0.46	0.48	0.39
SR: number of days lost due to accidents at work per million hours worked - All personnel	Nb/Mh	17	17	17	15	15
Company Personnel	Nb/Mh	14	20	16	13	14
Contractor's employees	Nb/Mh	19	14	19	19	15
	unit	2018	2019	2020	2021	2022
Health indicators (WHRs scope - Worldwide Human Resources Survey)						
Percentage of employees with specific occupational risks benefiting from regular medical monitoring	%	98	98	97	97	99
Number of occupational illnesses recorded in the year (in accordance with local regulations)	Nb	154	128	136	158	129

² Target TRIR less than or equal to 0.70 in 2022 and 0.65 in 2023

ANNEX 4 (continued)

Performance indicators

	unit	2018	2019	2020	2021	2022	Objectives 2025
Gender							
% of women							
Among all employees	%	35.1	35.8	34.8	35.8	36.3	
Among senior management ¹	%	19.2	20.5	21.1	22.6	23.8	30
Among senior executives	%	21.6	23.0	25.7	26.5	27.5	30
Internationalization							
% of employees of non-French nationality							
Among senior management ²	%	32.0	32.5	32.1	34.0	34.2	40
Among senior executives	%	32.1	34.1	36.3	36.6	37.4	45
Living wage³							
Employees receiving a direct salary that exceeds the living wage in the country or region in which they work	%	-	-	-	98	100	100

¹ Restated 2018 to 2021 data. The percentage of women was 19.9% in 2021, 18.2% in 2020, 17.4% in 2019 et 16.3% in 2018 based on the previous calculation method, which did not include JL14 and senior executives.

² Restated 2018 to 2021 data. The percentage of employees of non-French nationality was 33.8% in 2021, 31.8% in 2020, 32.4% in 2018 based on the previous calculation method, which did not include senior executives.

³ A living wage is defined as income that, in exchange for standard work hours, allows employees to ensure a decent life for their families, cover their essential costs and cope with unforeseen events. This criterion applies to the so-called "périmètre de gestion" i.e. all subsidiaries controlled at more than 50%.

ANNEX 4 (continued)

Performance indicators

	unit	2018	2019	2020	2021	2022
Social dialogue						
Companies that have implemented flextime	%	-	69.3	77.2	80.6	81.8
Companies offering the option of occasional remote working	%	38.3	51.2	87.4	84.3	83.3
Employees covered by a collective bargaining agreement	%	71.5	71.2	71.9	72.6	73.6
Employees with labor union representation and/or employees representation	%	88.5	88.2	91.7	90.8	91.8
Number of active agreements signed with employee representatives worldwide	Nb	316	312	281	347	330
	unit	2018	2019	2020	2021	2022
Human Rights						
Subsidiaries with an integrated grievance mechanism ¹	%	40	47	99	100	100
Priority supplier audits	Nb	28	100	79	83	200
Ethics and Human Rights audits	Nb	7	7	2	2	5

¹ EP, RC and M&S segments' operating subsidiaries in the One Maestro roll-out scope with an operational activity

Cautionary Note

This document, from which no legal consequences may be drawn, is for information purposes only. The terms "TotalEnergies," "TotalEnergies company" or "Company" in this document are used to designate TotalEnergies SE and the consolidated entities that are directly or indirectly controlled by TotalEnergies SE. Likewise, the words "we," "us" and "our" may also be used to refer to these entities or to their employees. The entities in which TotalEnergies SE directly or indirectly owns a shareholding are separate legal entities.

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Further information on risk factors that could have a significant adverse effect on the financial performance or operations of TotalEnergies is provided in the most recent version of the Universal Registration Document, which is filed by TotalEnergies SE with the French Autorité des Marchés Financiers and on Form 20-F filed with the United States Securities and Exchange Commission ("SEC").

TotalEnergies SE
2, place Jean-Millier
92400 Courbevoie, France
Tel.: +33 1 47 44 45 46

Share capital: € 6,030,629,587.50
Registered in Nanterre: RCS 542 051 180



www.totalenergies.com

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