


GLOBAL
ANTI-DISCRIMINATION
POLICY



	Guideline		
<p align="center">global anti-discrimination policy</p>	<p>Date: September 2024</p>	<p>Supersedes: November 2021</p>	<p>Page 2 of 7</p>

Document Control	
Prepared by	HR & Compliance
Approved by	HRLT & Head of Compliance
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Update responsibility	HRLT & Head of Compliance
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Implementation Responsibility	Management Team
KPI	100% compliance

Distribution Copy	Function Or Location	Responsible Person
Master	SharePoint	HR Digital

Targeted Group For Communication	How?
Managers & Employees	Policy published on intranet


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*“All our values are people-oriented and we aim to treat each other professionally based on fairness, respect and dignity. We encourage fair employment practices worldwide and offer equal opportunities to all our employees.
This policy applies not only to fair and objective hiring practices, but to all aspects of the employment relationship.(...)”*

From: allnex Code of Conduct, chapter 2 (Fair Employment and Diversity)

1 PURPOSE AND SCOPE


This policy and procedure demonstrates allnex’s commitment to equal opportunity, free from discrimination and harassment within our workplace. This policy and procedure applies to the directors, managers, employees and contractors, as well as temporary personnel.

2 DEFINITION

Discrimination – treating a person less favourably than others in similar circumstances because of a personal attribute that has no relevance to the situation. Discrimination is unlawful under individual country legislation. Discrimination is unlawful on the grounds of age, sex, marital status, pregnancy, religion, race, skin colour, nationality, gender identity/ LGBTQ status, physical or intellectual impairment, family responsibilities, political preference, criminal record and medical records.

Age Discrimination – Discrimination on the basis of age (regardless of age) or on the basis of age-specific characteristics or characteristics generally associated with a person of a particular age.

Disability Discrimination – Discrimination on the basis of physical, intellectual, psychiatric, sensory, neurological or learning disability, physical disfigurement, disorder, illness or disease that affects thought processes, perception of reality, emotions or judgement, or results in disturbed behaviour, and presence in the body of organisms causing or capable of causing disease or illness.

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Racial Discrimination – Discrimination on the basis of race, colour, descent or national or ethnic origin and, in some circumstances, immigrant status.

Sex Discrimination – Discrimination on the basis of sex, marital or relationship status, pregnancy or potential pregnancy, breastfeeding, family responsibilities, sexual orientation, gender identity or intersex status.

Sexual harassment – any form of unwanted, unwelcome or uninvited sexual behaviour that is offensive, humiliating or embarrassing.

Workplace Bullying – Workplace bullying is repeated less favourable treatment of a person or of a group, which intimidates, humiliates and/or undermines a person or group and may be considered unreasonable and inappropriate. Bullying can either be perpetrated by an individual or a group and can be psychological, physical, verbal or social. Often bullying can also create a risk to the physical and or mental health and safety of employees.


Workplace Harassment – repeated behaviour, other than behaviour amounting to sexual harassment, of one employee or group of employees that is unwelcome, unsolicited and considered to be offensive, intimidating, humiliating or threatening by another employee.

3 POLICY

allnex is committed to providing a workplace that is free from harassment, discrimination and bullying. This responsibility is taken seriously by all allnex directors, managers, employees, contractors and temporary personnel. It reflects how people should treat each other through building relationships based on trust, respect and safety.

allnex considers all types of harassment, discrimination, workplace bullying and violence to be unacceptable behaviours that will not be tolerated under any circumstances.

allnex is committed to ensuring all employees are treated with respect, fairly and in a reasonable way. Workplace harassment, discrimination, bullying and workplace violence are illegal under a range of individual country legislation.

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If any employee or contractor of allnex breaches this policy, it will result in disciplinary action, which may include termination of employment and stand down of your usual duties within allnex.

All employees have the responsibility to prevent harassment in all forms and to report any such violations. Employees also have the responsibility to actively and honestly participate in all investigations to ensure discrimination is prevented or addressed immediately.

It is the responsibility of all employees to act in such a way as to create a working environment that is free of any form of discrimination, workplace harassment, intimidation or bullying.

4 PROCEDURE

This policy and expectations within, apply to behaviours that occur:


- In connection with work, even if it occurs outside regular working hours and even if the event has not been organized by allnex, but is attended by allnex staff
- During work activities
- At work-related events

All breaches of this policy and procedure will be taken seriously. Employees who feel they are the subject of discrimination or workplace harassment should:

- approach their Manager and/or local Human Resources to discuss appropriate actions or options, or
- lodge a formal complaint which the Human Resources or with the head of Compliance who will deal with it in accordance with allnex Code of Conduct and Whistleblower Policy and Procedure, or
- lodge a complaint (anonymous or not) via the allnex hotline, described in the allnex Code of Conduct.

Complaints will be dealt with promptly and in accordance with local country laws, allnex policies and procedures.

All complaints will remain private and confidential if requested by the complainant and as far as reasonably practicable.

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If a complainant decides to involve a regulatory body, allnex is committed and bound by law not to retaliate against the complainant.

REVISION HISTORY

Nr	Date (MM/DD YYYY)	Modified Section	Description of change	Changes by	Training required (yes/no)
1	November 2021	all	New Guideline		See above
2	August 2024		Review – but No changes		