

Purpose

At Jungbunzlauer, we are committed to maintaining secure, fair and sustainable working conditions for all employees, ensuring that these conditions and related employee rights are respected and supported. We outline our commitments below and conclude with our focus areas until 2030.

Scope

The scope of this policy encompasses secure employment, working time, fair and competitive wages, social dialogue, collective bargaining and work-life balance. It applies to everyone engaged or employed by any company of the Jungbunzlauer Group.

Principles

The principles we adhere to are as follows:

1. Secure employment

Secure employment is fundamental to our employee satisfaction and our long-term success. As part of our commitment to employees, we strive to:

- Offer permanent contracts to as many employees as possible, reducing the reliance on temporary or casual contracts.
- Ensure that job roles are clearly defined, and expectations are communicated to all employees.

2. Working time

We believe that maintaining a healthy work-life balance is key to a motivated and engaged workforce. We are committed to respecting personal time while ensuring the effective operation of the business.

We comply with all national regulations regarding maximum working hours, overtime limits, and rest periods. Workload is regularly monitored to ensure employees are not subject to excessive work hours.

Flexible working options are available to accommodate employees' personal needs, whenever possible.

3. Fair and competitive wages

We are dedicated to providing fair and competitive wages for all employees. Wages are reviewed regularly to ensure they align with industry standards and living costs.

All employees are paid a minimum wage above the industry average and the national living wage standards. Regular wage reviews are conducted to ensure wage growth is aligned with inflation and cost-of-living increases.

Overtime pay, bonuses, and other compensation benefits are provided in accordance with applicable laws and company policies.

4. Social dialogue

We believe that a transparent and effective dialogue is essential to address issues, improve working conditions and create a collaborative work environment.

Regular meetings and feedback channels are in operation to encourage dialogue.

Employees have the opportunity to participate in decision-making processes related to workplace policies and improvements.

5. Collective bargaining

We fully support the right to collective bargaining as a means of improving working conditions and fostering constructive relationships between management and employees.

Our employees have access to union representation, where applicable, and we engage in fair, transparent, and timely negotiations with employee representatives on wages, benefits, and working conditions.

6. Work-life balance

We support employees in balancing their work commitments with their personal and family lives through a number of practices.

Paid time off, including holidays, sick leave, and parental leave in line with national regulations and company policy.

Flexible working arrangements to support physical, emotional, and mental health.

Objectives and targets – 2030

- Define, create and develop a competitive Total Rewards approach: attract, motivate and retain our employees, ensuring our Rewards programmes are competitive, easy to understand, fair and transparent.
- Strengthen our support to employee work arrangement needs: implement flexible work arrangement for at least 30% of Jungbunzlauer employees, where feasible.
- Ensure fair wages for all employees: achieve wage parity across gender.

Responsibilities and review

This policy has been approved by the Executive Committee of the Jungbunzlauer Group and is subject to a regular review at least every two years.

Reference

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

- Code of Conduct
- Human Rights Policy
- Diversity, Equity and Inclusion Policy
- Safety, Security and Health Policy