



ALTYOR

**Policy**  
**政策**

Social rights at  
work

工作中的社会权利

This leaflet is dedicated to social law and Altyor's commitments to Altyormates and to each other.

**1. DEFINITION**

Human rights are rights inherent to all human beings, regardless of race, gender, nationality, ethnicity, language, religion or any other status.

**2. ALTYOR'S COMMITMENT ON ALL ITS SITES**

- Respect for the dignity of the individual
- Prohibition of forced labour and child labour
- Respect for the right to privacy
- Freedom of opinion and religion
- Gender equality
- Working safely and encouraging social dialogue
- Prohibition of Forced Labour and Child Labour

Altyor must ensure the conditions for the success of your mission through safety at work, equity and justice, the employment contract, working conditions and recognition.

**3. FOCUS ON SOCIAL DIALOGUE AT ALTYOR**

Altyor supports the International Labour Organization (ILO) Declaration on Fundamental Principles and Rights at Work, including the ILO Declaration on Freedom of Association and the Right to Collective Bargaining.

The right of employees at all of our locations to form and join labor organizations of their choice is an integral part of our company's values and culture.

Employees cannot be prevented from joining a union, nor can they be penalized for being a member of a union or not. Membership in an association cannot influence any decision.

Altyor complies with the laws in force concerning freedom of association in France and China, where the Group operates.

Altyor has also implemented the following collective agreements:

- Collective bargaining agreement for the Plastics Industry for the subsidiary Altyor Industries France
- Collective bargaining agreement for the wholesale trade for the subsidiary Tiloli

**4. AMONG COLLEAGUES**

- Goodwill and communication are the cement of human relations at work.
- I respect my colleagues.
- I communicate without violence.
- I defer all conflict situations.
- I do not exclude any person or group because of their differences (religion, ethnicity, geography, age, gender ...).
- I cannot forbid membership of an association.
- I cannot demand answers to personal questions.

### 3. HOW TO REPORT BACK?

You can report your alert via a manager, the HR department or anonymously via:

<https://altyor.com/csr-commitments/>

Your alert will be processed as soon as possible.

### 4. REPORTING

Altyor is committed to monitoring its social law performance and, to this end, tracks the following indicators

- Percentage of total workforce with formally elected employee representatives
- Percentage of operational sites that have undergone a human rights review or human rights impact assessment
- Number of breaches of the code of ethics
- Number of incidents reported through the whistleblowing procedure

### 5. PERIMETER

This policy applies to all Altyor Group entities and all external stakeholders of the Group.

### 6. RESPONSIBILITY

The CSR Committee is responsible for defining the social law policy. The human resources department is responsible for ensuring that it is properly applied.

### 7. COMMUNICATION

This policy is communicated annually to all employees through the company's usual channels, including the company's internal rules and intranet, and is presented to all new staff at induction. This policy is also distributed to external stakeholders and is available on the Altyor website.

### 8. CONTACT

For more information, please contact Karen Murciano [kmurciano@altyor.com](mailto:kmurciano@altyor.com) or send an email to [contact@altyor.com](mailto:contact@altyor.com).

### 9. REVIEW HISTORY TABLE

This policy is reviewed annually or in the event of a change in related government policy or significant changes in the company's operations.

This policy was last approved on 3 January 2023 by Yanis Cottard, President of the Altyor Group.

Policy Version	Description of Change
A	N/A
B	Adding KPIs to the policy

这部分介绍社会法律以及ALTYOR和ALYTOR员工彼此的承诺的政策。

### 1. 定义

人权是所有人固有的权利，不分种族、性别、国籍、民族、语言、宗教或任何其他身份。

### 2. ALTYOR在其所有网站上的承诺

- 尊重个人的尊严
- 禁止强迫劳动和童工
- 禁止强迫劳动和童工
- 尊重隐私的权利
- 意见和宗教自由
- 性别平等
- 安全工作和鼓励社会对话

ALTYOR 通过营造工作安全、公平和公正、雇佣合同、工作认可等工作环境，为你的工作使命达成提供条件。

### 3. 关注阿尔泰尔的社会对话

阿尔泰尔支持国际劳工组织 ( ILO ) 关于工作中基本原则和权利的宣言，包括ILO关于结社自由和集体谈判权利的宣言。

我们所有地点的员工有权组建和加入自己选择的劳工组织，这是我们公司价值观和文化的一个组成部分。

不能阻止员工加入工会，也不能因为加入或不加入工会而受到惩罚。加入协会不能影响任何决定。

Altyor遵守集团运营所在地法国和中国有关结社自由的现行法律。

阿尔泰尔还执行了以下集体协议。

- 法国阿尔泰尔工业公司的塑料行业集体谈判协议
- 子公司Tiloli的批发贸易集体谈判协议

### 4. 同事之间

- 善意和沟通是工作中人际关系的粘合剂。
- 我尊重我的同事。
- 我的沟通没有暴力。
- 我推迟所有的冲突情况。
- 我不会因为任何个人或团体的差异（宗教、种族、地理、年龄、性别.....）而排斥他们。
- 我不禁止他人加入某个协会。
- 我不会要求他人回答私人个人事务的问题。

### 5. 如何报告？

你可以通过经理、人力资源部门或匿名的方式报告你的警报。

<https://altyor.com/csr-commitments/>

您的警报将被尽快处理。

## 6. 报告

阿尔泰尔致力于监测其社会法律表现，并为此跟踪以下指标

- 拥有正式选举的员工代表的员工总数的百分比
- 经过人权审查或人权影响评估的运营场所的百分比
- 违反道德准则的事件数量
- 通过举报程序举报的事件数量

## 7. 范围

本政策适用于阿尔泰尔集团的所有实体和集团的所有外部利益相关者。

## 8. 责任

企业社会责任委员会负责确定社会法律政策。人力资源部门负责确保该政策的正确实施。

## 9. 沟通

本政策每年通过公司的常规渠道向所有员工传达，包括公司的内部规则和内部网，并在所有新员工入职时向他们介绍。本政策也会分发给外部利益相关者，并在Altyor网站上公布。

## 10. 联系方式

如需了解更多信息，请联系Karen Murciano [kmurciano@altyor.com](mailto:kmurciano@altyor.com) 或发送电子邮件至 [contact@altyor.com](mailto:contact@altyor.com)。

## 11. 审查历史表

本政策每年或在相关政府政策发生变化或公司业务发生重大变化时进行审查。

本政策最后由阿尔泰尔集团总裁Yanis Cottard于2023年1月3日批准。

政策版本	变更说明
A	N/A
B	在政策中添加关键绩效指标