

Labour and Human Rights



Policy

It goes without saying that Heimbach complies with legal regulations and collective agreements. Training and further education of our employees is particularly important to us. The same applies to maintaining and promoting the health of our workforce. After all, our employees are our most important asset. *(GRI 403-8 Employees covered by an occupational health and safety management system).*

In our sustainability report, we address the following Sustainable Development Goals in detail:

- Quality education
- Training and workplaces suitable for people with disabilities

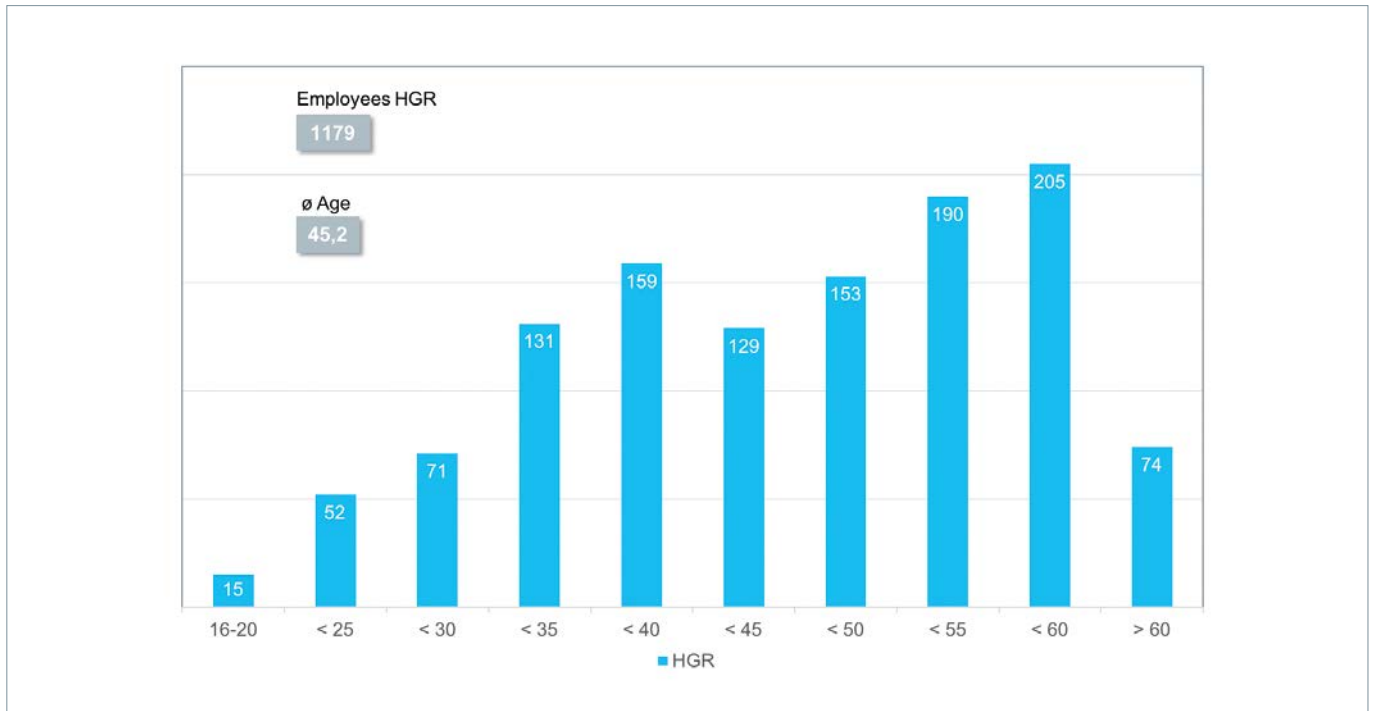
Labour Law

At Heimbach, every employee receives an employment contract. We also conduct regular individual interviews with all employees. In this way, we give feedback on their performance and make joint agreements for the following year (goals, training, development). This dialogue provides an opportunity to give feedback. There is a recurring, documented exchange between employer and employee.

People of all ages work at Heimbach. In this way, we ensure an exchange between experienced and inexperienced colleagues and make sure that as much knowledge as possible is passed on to

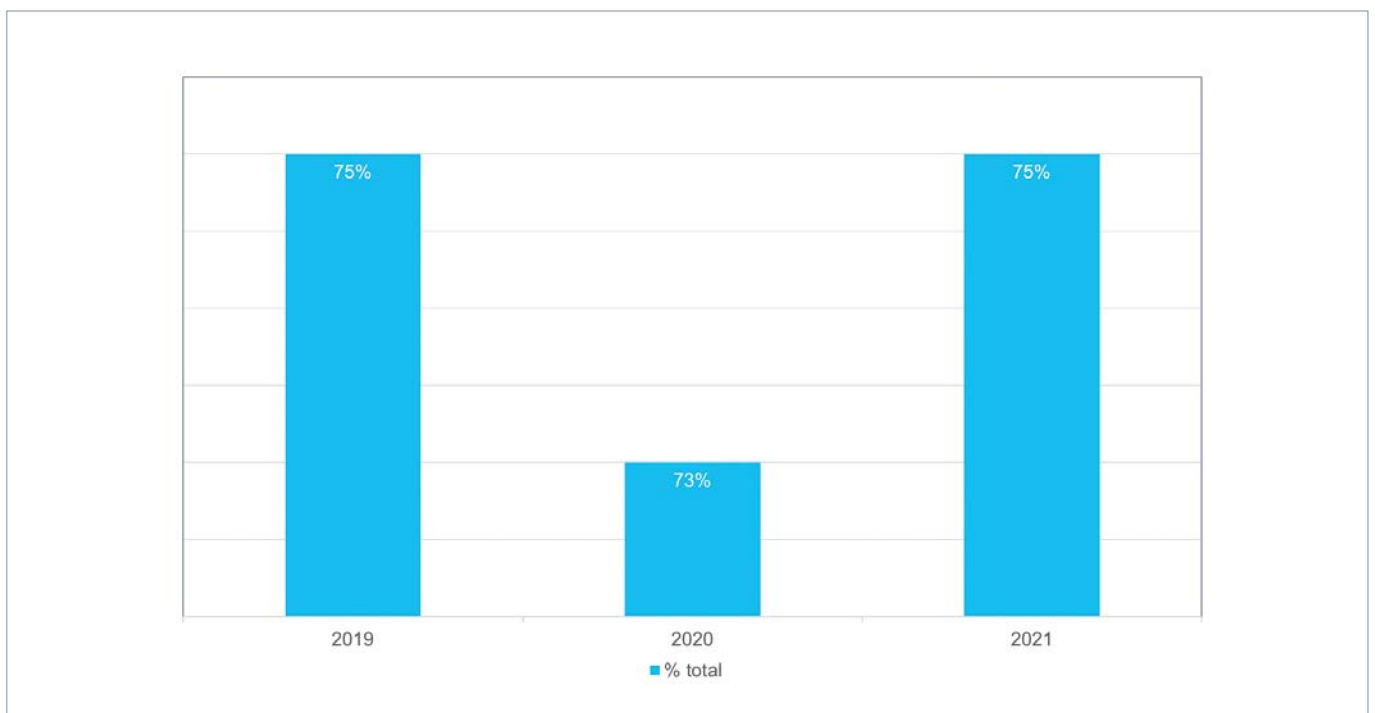
successive employees. In addition, we offer regular further training. In this way, we not only preserve experience, but also expand it with new knowledge.

Age structure of the Heimbach Group



Employee reviews conducted

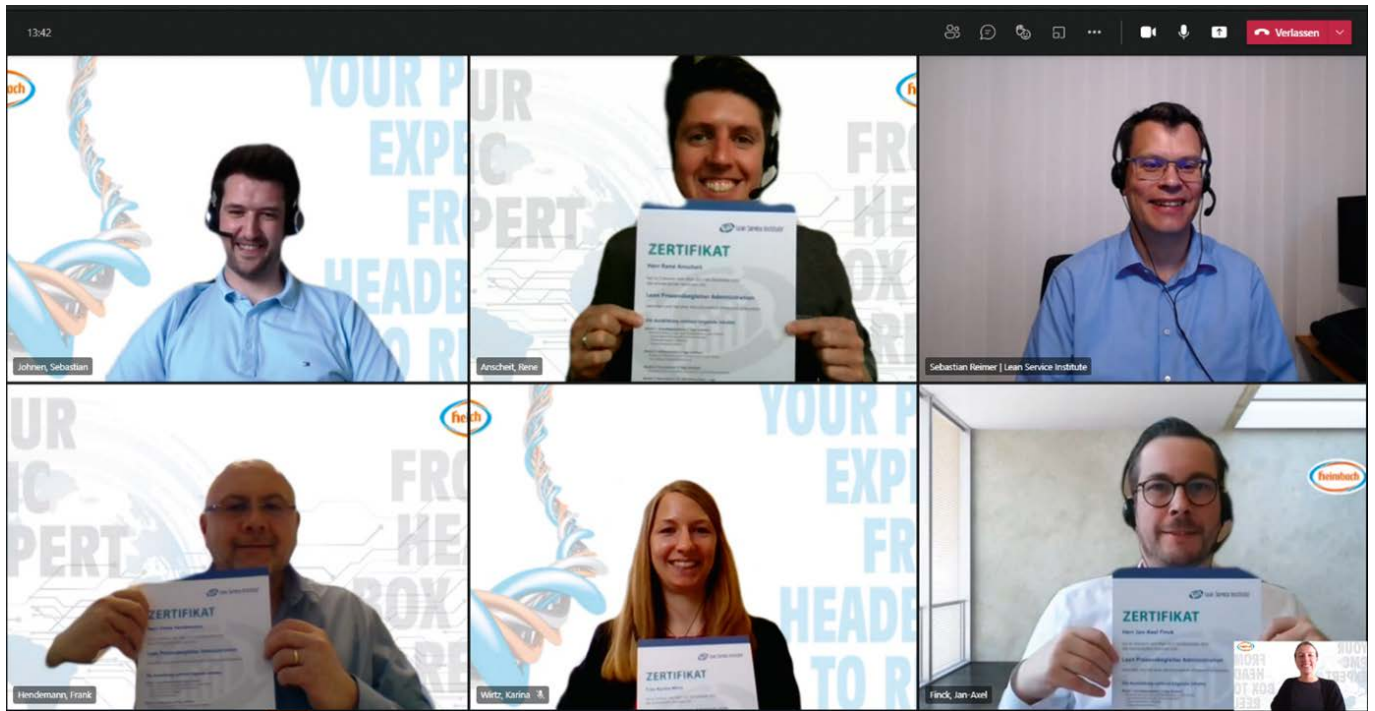
(GRI 404-3 Percentage of employees receiving regular performance and career development reviews)



In 2021, we conducted appropriate interviews with 75% of our and industrial/technical employees. Our goal is to have annual

documented interviews with each employee.

Continuing education Heimbach Düren in times of pandemic
(GRI 404-2 Programmes to improve employee skills and transitional support)



Human Right

Good training is the basis for professional success. We have always lived up to this responsibility. We provide training in numerous professions, both in the commercial and industrial-technical areas. Many of our trainees continue their careers in the company. Heimbach is one of the largest training companies in the region and enjoys an excellent reputation. We offer internal lessons that reinforce the subject matter of the vocational school and create the basis for a successful graduation. Our trainees regularly achieve very good exam results and are awarded by the Chamber of Industry and Commerce as state and national best.

Our goal is to increase the percentage of apprentices to 5% again in the future. In this way, we fulfil our social obligation to offer young people a foundation for their professional careers. At the same time, we ensure that we are well equipped to face demographic change through needs-oriented training.



Heimbach Works Council

(GRI 102-41 Collective agreements)

In addition to economic action, a healthy balance between pay and performance, aspiration and appreciation, employer and employee interests is crucial for long-term corporate success.

At Heimbach, an active works council helps to maintain this balance. At the Düren site, it consists of 11 members.

The works council serves as a mediating body between the employer and the employees, whereby it stands up for the interests of the employees. It answers legal and statutory questions and is also available for private matters.

As provided for by the Works Constitution Act, the works council is responsible, among other things, for all issues relating to co-determination, equal treatment and the reconciliation of work and family life. In cooperation with the collective bargaining parties, i.e. the employers' association and the trade union, the works council has the task of campaigning for good work and fair pay. It ensures that employees are correctly graded and has a say in determining working conditions - starting and finishing work, break times, overtime, on-call duty, part-time work, flexitime, mobile working and much more. Very important: the works council must be consulted before any dismissal.

"The works council is obliged to work together with the employer in a spirit of trust for the benefit of the employees and the company (§ 2 BetrVG)."

This trust exists at Heimbach. Here, employer and employee meet as equals. Labour court action has therefore always remained the exception. Although the different positions - economic management of a commercial enterprise on the one hand, representation of the interests of the workforce on the other - almost inevitably result in different negotiating positions, viable solutions can and have been found for both sides in conflicts.

Listening to the concerns of all employees is part of the Heimbach works council's self-image. In this sense, there is not only the works council itself, but also a youth and apprentice representation (JAV), which especially looks after the young colleagues, as well as a severely disabled representation (SBV), which monitors the laws, ordinances, collective agreements and company agreements applicable to severely disabled people and concludes inclusion agreements.

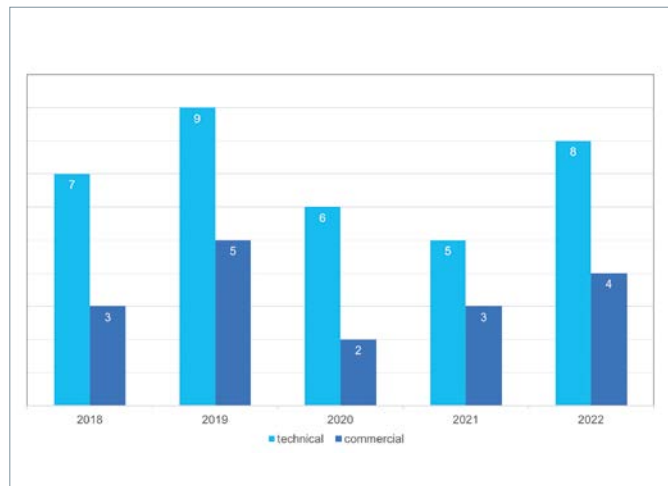


"For me personally, it is a very challenging but also pleasant task to be involved as chairman of this Works Council and to always have an open ear for the entire workforce. It is a task that I face with passion every day."

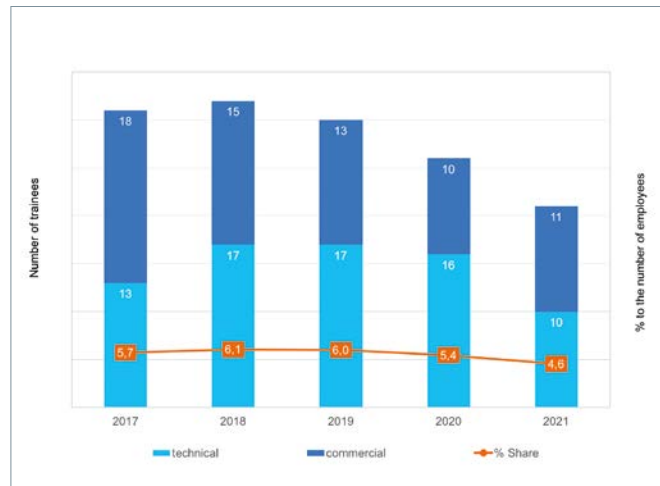
Dirk Steiger, Works Council Chairman

Newly hired apprentices per year

GRI 401-1 Newly hired employees and employee turnover)



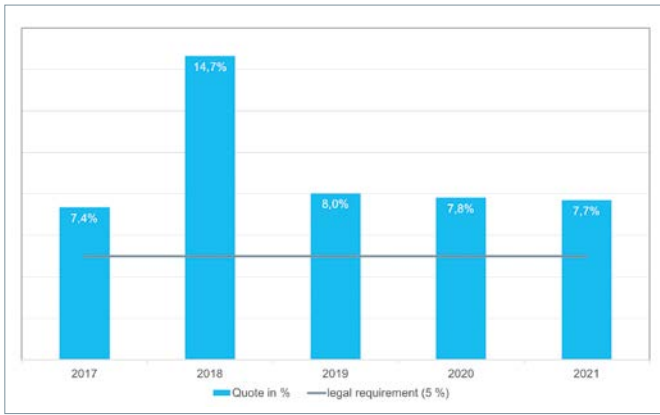
Trainees in relation to the number of employees



Heimbach offers opportunities true to the motto "from trainee to authorised signatory". After their apprenticeship, our employees are given further training, for example to become a specialist merchant, technician or engineer. In this way, we guarantee qualified junior staff in the long term.



Employment of severely disabled employees - Heimbach Düren



We also create jobs for people with physical disabilities. We are in contact with the authorities, e.g. to adapt operating equipment to the special needs and limitations of individual employees. In this way we create, promote and maintain their employability in working life. Fulfilment of the legal requirements is our minimum standard.

In 2021, 34 severely disabled people were employed. This results in a quota of 7.7%.

Heimbach representative body for severely disabled employees

The Severely Disabled Representation (SBV) represents the interests of the employees vis-à-vis the employer who are severely disabled or of equal status. It monitors compliance with the company's rights and obligations towards disabled employees.

The SBV has a wide range of tasks: it advises on all matters related to possible handicaps, provides support when applying for a degree of disability (GdB) and when appealing against decisions by the authorities. At the request of employees, the SBV participates in staff appraisals, discussions with the company doctor or in the company integration management (BEM) procedure.

The SBV is also responsible for applying for financial assistance from the equalisation levy.

These subsidies are used, for example, to purchase aids for workplaces:

- Various lifting aids for employees with disabilities
- Telephone exchange workstation suitable for the blind
- Conversion of a forklift truck for employees with limited mobility
- Adaptation of a PC workstation for a visually impaired colleague



"Representing the interests of disabled people, both in a professional and private context, is a matter close to my heart."

Michael Mohr, Representative for the Severely Disabled



Diversity and Equal Opportunities

(GRI 405-1 Diversity in supervisory bodies and among employees)

Heimbach wants to utilise the potential of female and diverse employees in management positions and, to this end, continuously develop their quota to more than 30% by 2030. We define management positions as all employees with authority to issue directives.



Health Protection

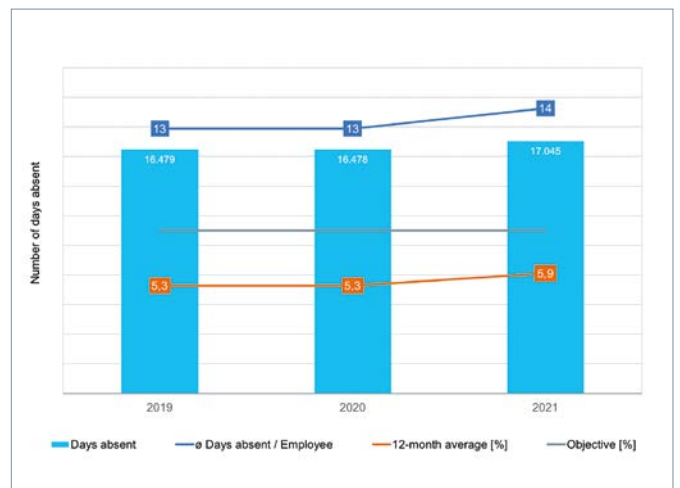
(GRI 403-2 Hazard identification, risk assessment and incident investigation) (GRI 403-3 Occupational health services) (GRI 403-6 Promoting employee health)

Only healthy employees can perform at full capacity. With our health protection, we aim at a continuous reduction of the sickness rate and offer all employees a comprehensive health management. For example, at the Düren site we have our own first-aid station with a company doctor who carries out compulsory and special examinations as well as consultations on business trips, including the relevant vaccinations. Staff can donate blood twice a year at the company and can be vaccinated against influenza on a voluntary basis.

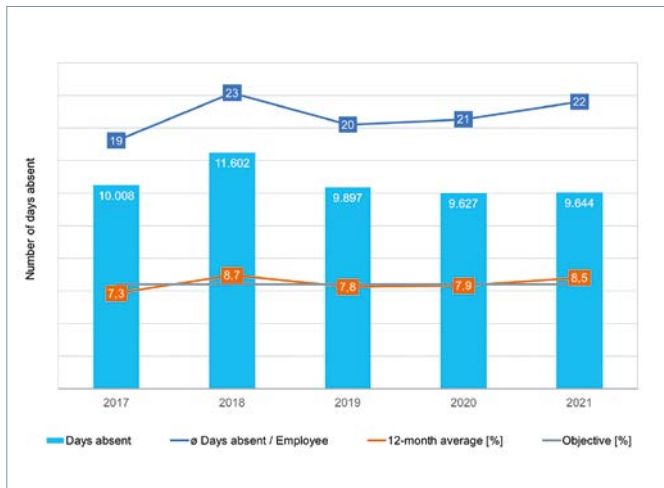
The implementation of company integration management is also part of our standards. Participation in health courses and visits to the gym are subsidised. We promote exercise by offering bicycle leasing and have set up a company fitness room. We also run health circles in various departments. An on-site physiotherapist assesses each individual's workplace and treats them at company expense if necessary. In this way, we are constantly improving the health conditions at our workplaces and work processes.

The years 2020 and 2021 were strongly influenced by the Corona Pandemic. Through a variety of measures, however, we managed to ensure that operational processes were never jeopardised. Employees were regularly informed about the current situation and changing measures through a Corona ticker. The company continued to react with stricter hygiene and access rules and promoted the increased use of mobile work. A major focus was on offering and delivering initial and booster vaccinations. Although we experienced an increase in sickness absence, the consistent implementation of all protective measures enabled us to continue business as usual.

Absence due to illness - Heimbach Group

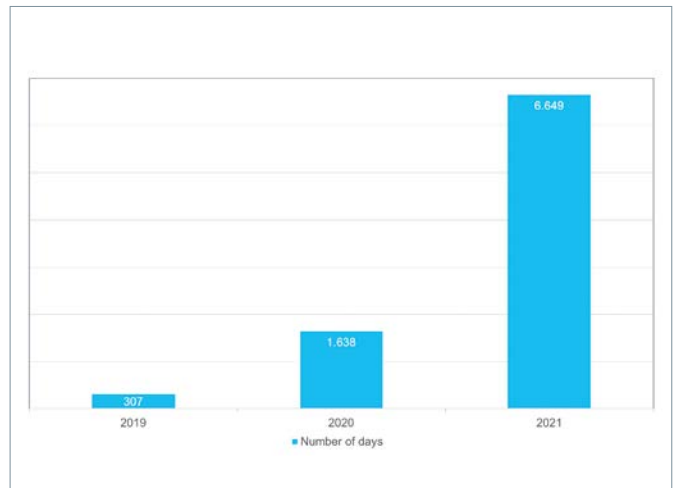


Absence due to illness - Heimbach Düren



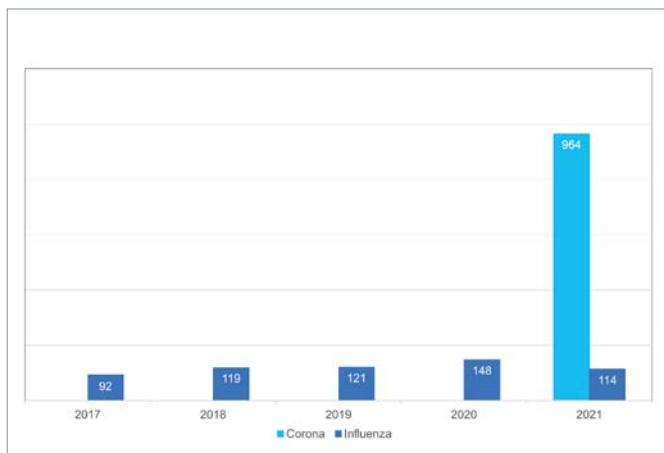
Our goal is to permanently reduce the 12-month average to below 8%.

Promotion of mobile work



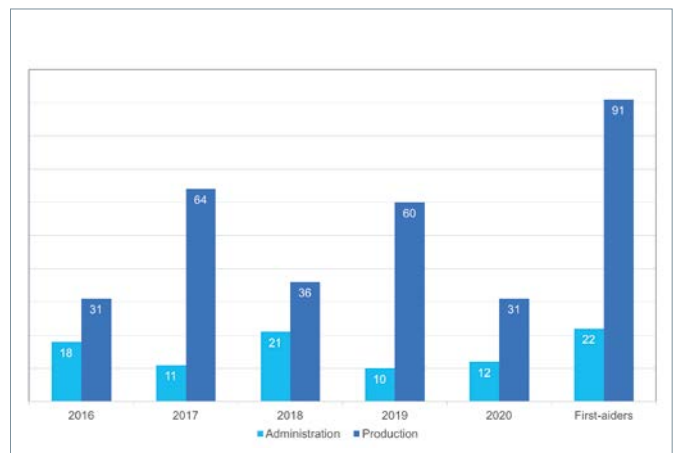
Influenza & Corona vaccinations

(GRI 403-6 Promoting Employee Health)



In case of medical emergencies, quick action is required. To this end, we regularly train our employees in first aid by external, qualified specialists. We significantly exceed the legally required number of trained first aiders. (GRI 403-5 Employee training in occupational health and safety) In the future, we will continue to strive to exceed the legal requirement for qualified first aiders.

Participants in first-aid training



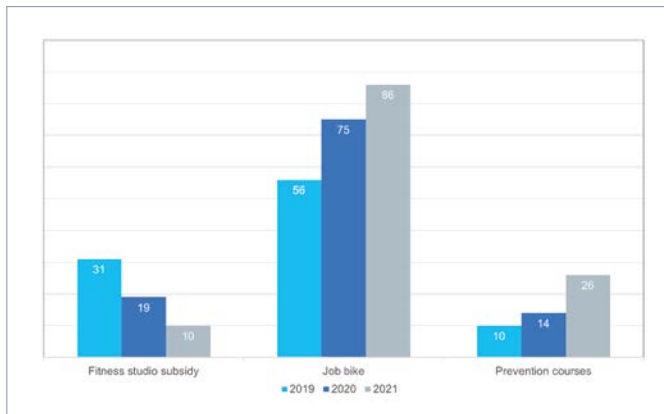
Heimbach's efforts in health and safety at work are enormous. Our company doctor and our safety specialists are on duty more than three times longer than required by the Employer's Liability Insurance Association.

We maintain and promote the health of our employees with various offers. Among other things, we subsidise gym membership, offer bicycle leasing and prevention courses such as back training.

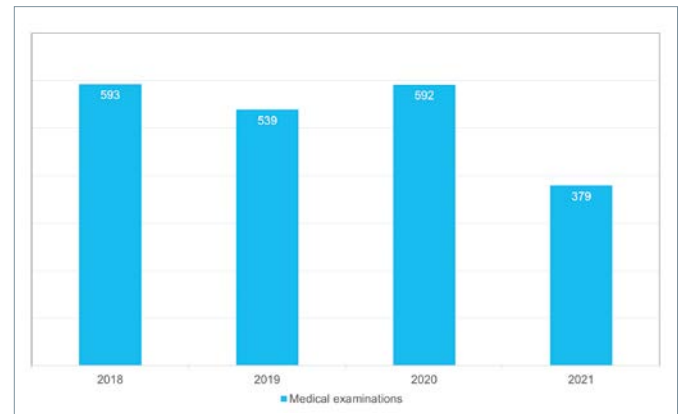
Use of health services

(GRI 403-3 Occupational health services)

(GRI 403-6 Promoting employee health)



Examinations carried out in the medical station



Summary of the most important goals regarding labour & human rights:

- 1 appraisal interview / employee and year
- Trainee rate > 5%
- Severely disabled rate > 5%
- Female/diverse staff in management positions > 30% by 2030

We conduct various preventive medical check-ups in our medical station, e.g. hearing and eye tests. Employees with driving, steering and supervisory activities also regularly attend here. Due to corona, many examinations could not be carried out as usual in 2021.



"Observing labour and human rights, offering training and development opportunities, creating a balanced employee structure, maintaining and promoting the health of our employees: This is what we work for every day!"

Christian Jolk, HR Management