

HUMAN RIGHTS POLICY

OUR 12 COMMITMENTS



BOUYGUES

Making progress become reality



Inspiring everyone who works for and with Bouygues

From its inception, Bouygues has made respect for people one of its core values. This is a key aspect of the fundamental pact that binds the company to its employees and customers, and our adherence to this principle has never wavered. This tradition is being advanced today with the commitments we are making on human rights.

Bouygues operates in 80 countries around the world, on virtually every continent and in a broad range of business activities. Our teams therefore deal with a wide variety of cultures and environments and, as to be expected, the rules that apply to our activities differ from one country to another. Nevertheless, we are committed to complying with local law wherever we do business.

In addition, we must ensure that, on a number of key issues, such as human rights, a minimum set of rules and standards is respected everywhere. This principle, in line with the values of respect promoted by Bouygues, is reflected in a number of commitments that we have made voluntarily over the years: membership of the UN Global Compact since 2006, commitments incorporated into a variety of internal documents (Code of Ethics, HR Charter and CSR Charter for Suppliers and Subcontractors).

In keeping with this practice, we add another building block today by publishing this Human Rights Policy. It formalises a common core of human rights commitments shared by all our entities. This Policy, which guides our actions, is intended to inspire all those who work for and with Bouygues throughout the world. It is an opportunity for me to confirm that respect for people and the trust of our stakeholders are fundamental cornerstones for the success of our Group.

I expect all senior executives, managers and employees to act as ambassadors for this Policy, to embody our commitments on a day-to-day basis and to contribute to implementing it progressively, which is crucial for the Group's long-term future.

OLIVIER ROUSSAT
Group Chief Executive Officer

Definitions

For the purposes of this Policy, the capitalised terms listed below have the following meanings:

A

Affected Community: a group of people living or working in the same region, who have been or are likely to be affected by the Group's activities or its Value Chain. This may be a community living near the activities in question (local community). Affected Communities include indigenous peoples who are actually or potentially affected.

Appropriate Measures: measures to be implemented in accordance with the duty of care principles that (i) are intended to remedy identified infringements in a proportionate and effective manner, depending on their probability and degree of seriousness, and that (ii) are reasonably feasible for the company, taking into account the circumstances, nature and extent of such infringements, as well as relevant risk factors (for example location of the activity, targeted business sector, depth of the Value Chain, etc.).

B

Business Segment: means Bouygues SA and each of the Group's Business Segments, which, as of the date of this document, are Bouygues Construction, Bouygues Immobilier and Colas (Construction businesses), Equans (Energies and Services), TF1 (Media) and Bouygues Telecom (Telecoms).

E

Employee: a person employed by an Entity, Business Segment or by the Group.

Entity: any company incorporated under French or foreign law that is directly or indirectly "controlled"² by the Group's Business Segments.

G

Group: means the parent company, Bouygues SA, and all Entities.

M

Manager: each Business Segment establishes a definition of "manager" applicable to its scope, based on its processes and activities.

Migrant Worker: any person who emigrates from one country to another in order to perform paid work on a regular basis.

O

On-Site Worker: any person who performs paid work on a Site (temporary workers and employees of Subcontractors).

S

Senior Executive: the corporate officers of each Group Entity.

Site: any location where an Entity carries out an activity, of which it controls the organisation, operation or management (for example a building site, filming location, maintenance site or factory).

Stakeholders: individuals or entities (employees of the Group or its direct or indirect business partners, employee representatives, users, consumers, trade unions, civil society organisations, NGOs, Affected Communities, etc.) whose rights or interests are or may be affected by the products, services, activities or purchases of the Group or any of its Business Segments or Entities.

Subcontractor: a third party to whom the Group, a Business Segment or an Entity outsources the performance of specific tasks on its behalf.

Supplier: any third party the Group, a Business Segment or an Entity appoints to supply a product or service.

V

Value Chain/Activity Chain: all activities associated with an Entity's production process:

- At the upstream level: the production of goods, the provision of services, including the design, extraction, procurement, manufacture, transport, storage and supply of raw materials, products or product parts, and the development of products or services.
- At the downstream level: the distribution, transport and storage of products if these activities are performed for an Entity or on its behalf.

Value Chain Worker: any person who performs work in the Group's Value Chain.

(1) For the sake of simplicity and clarity, the masculine gender is used throughout this document. This grammatical form refers to women, men and non-binary people.

(2) "Control" has the meaning provided in Articles L. 233-3 and L. 233-16 of the French Commercial Code (*Code de Commerce*) considered together and, therefore, covers both *de jure* and *de facto* control.

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Governance and implementation

Respect for human rights is a fundamental value of the Bouygues group (respect, commitment, pioneering, sharing) and is essential for the success of its projects and to ensure the long-term viability of its business activities.

The success of a project or business cannot be measured solely in terms of its economic value; human and ethical aspects must also be factored in. In this Policy, the Group formally defines a common core of human rights protection commitments.

Due to its international presence, the Group deals with a broad range of Stakeholders (Employees, temporary workers, workers of Suppliers and Subcontractors, Affected Communities, customers, etc.) in a variety of contexts. Each of these individuals and communities is entitled to respect given the potential impact the Group's operations may have on their fundamental rights.

REFERENCE FRAMEWORK

The Group is committed to respecting human rights, which are deemed universal, inalienable, interdependent and indivisible by the provisions of the following documents:

- the **Universal Declaration of Human Rights**;
 - the two **International Covenants of the United Nations**; and
 - the **fundamental conventions of the International Labour Organisation (ILO)**.
- The Group's actions are in line with:
- the **United Nations Sustainable Development Goals¹ (SDG)**;
 - the **UN Principles on Business and Human Rights²** (also known as the "John Ruggie Principles"); and
 - the **OECD Guidelines** for Multinational Enterprises on Responsible Business Conduct.

RISK-BASED APPROACH

The Human Rights Policy follows a risk-based approach. A risk map is drawn up to identify and assess relevant risks. On the basis of this risk map, **Appropriate Measures are adopted to mitigate these risks and remedy any infringements.**

Measures that concern Value Chain participants take into account the Entities' **effective ability to exercise influence.**

The Policy as a whole is **implemented out progressively, targeting the risks identified** by the Entities.

These vigilance measures reflect the Group's commitment to respecting and promoting human rights, **while actively preventing and rigorously managing the risks of serious infringements.**

The Group's adoption of a Human Rights Policy serves a dual purpose:

- 1 it outlines the Group's stance on the protection of human rights and establishes a common core of commitments; and
- 2 it meets the transparency expectations of the Group's Stakeholders.

(1) Sustainable Development Goals (un.org).

(2) United Nations Guiding Principles on Business and Human Rights (2011).

Scope

WITHIN THE GROUP

This Policy is for use by Bouygues group Senior Executives, Managers and Employees in the course of their business activities, **regardless of the project, Entity or country concerned.**

This Policy applies **to all Entities**¹.

It should be **circulated** in an appropriate manner to entities that are not directly or indirectly controlled by the Group's Business Segments or that are jointly controlled with a partner².

OUTSIDE THE GROUP

Without prejudice to the specific provisions set out below, the Entities expect their Subcontractors and Suppliers to **apply and impose standards identical or equivalent to those of this Policy within their Value Chains.** To do so, the Entities must take Appropriate Measures, in particular through appropriate contractual provisions, in accordance with the principles discussed in Commitment 12 of this Policy.

Interaction with national laws

As a general rule, Group Entities **comply with the national laws** of the countries in which they do business.

In the field of human rights, Entities should apply the **principles that offer the greatest protection**, whether those of this Policy or of national laws.

If in any situation this Policy would breach a provision of national law, **solutions must be sought** that come as close as possible to the spirit of the Policy.

(1) An Entity is any company incorporated under French or foreign law that is directly or indirectly "controlled" by the Group's Business Segments. "Control" has the meaning provided in Articles L. 233-3 and L. 233-16 of the French Commercial Code (*Code de Commerce*) considered together and, therefore, covers both *de jure* and *de facto* control.

(2) Including temporary groupings of companies and joint ventures.





Roll-out of the Human Rights Policy

The Bouygues group is committed to developing a culture of human rights. To do so, the Group relies on its Senior Executives, Managers and Employees, who receive training enabling them to take the lead in disseminating these commitments, as well as on a network of Human Rights Officers and a risk identification and management process set up pursuant to its duty of care principles.

TRAINING

This Policy is being rolled out by setting up **training and awareness-raising initiatives on human rights protection** for all Senior Executives, Managers and Employees concerned.

HUMAN RIGHTS OFFICERS

Human Rights Officers, who are appointed within each Business Segment, together with the Managers, are responsible for:

- **identifying situations of particular risk in terms of human rights**, including, to the extent possible, in regard to temporary workers, Subcontractors and Suppliers;
- **managing and rolling out this Policy's commitments on a day-to-day basis;**
- **coordinating action plans** if risks of human rights infringements are identified; and
- **giving feedback** on best practices.

Each Business Segment sets up its own network of Human Rights Officers, depending on its activities and risks.

DIALOGUE WITH STAKEHOLDERS

The Group recognises that dialogue with its various Stakeholders is legitimate and important. The Group and, where appropriate, the Entities **develop a dialogue with their Stakeholders** about respect for human rights, with the aim of identifying their expectations and taking them into account.

Whistleblowing facility

The Bouygues group's whistleblowing facility, as explained in the Internal procedure for receiving and processing whistleblowing alerts appended to the Group's Code of Ethics, can be used by all Employees and third parties to report any potential or actual breach of the Group's ethical rules.

The whistleblowing facility also applies to any breach of this Policy and, more generally, to any breach of ethical principles.

Whistleblowing alerts are received and processed in a manner that guarantees the strict confidentiality of:

- The whistleblower's identity.
- The identity of the person(s) implicated and any third party mentioned in the alert.
- Any documents, information or data collected.

A whistleblower who acts in good faith and without any financial incentive will not be subject to **discriminatory or disciplinary measures of any kind**.

Each Entity posts the whistleblowing facility on **its internet and intranet sites**, and makes it **accessible via poster displays on its Sites** to its Employees and On-Site Workers, as well as to Affected Communities in the vicinity of its Sites.



To raise a whistleblowing alert

The platform can be accessed at:
<https://alertegroupe.bouygues.com>



Scan this QR code
(Internet connection required;
specific app may be needed
depending on device used).



Our human rights commitments



Forced and illegal labour

In accordance with **ILO Conventions 29 and 105**, the Group does not tolerate any form of forced labour, defined as any work or service that a person is obliged to perform under duress and that such person does not carry out voluntarily. Indicators of forced labour may include restrictions on workers' freedom of movement, coercion (for example a debt), a lack of free consent on the part of workers, or isolation of workers.

The commitments below establish the Group's position on **preventing potential forced labour and must be applied in all Entities**.

Special attention must be paid to **Migrant Workers** who are particularly vulnerable and thus may be at greater risk to becoming victims of forced and/or illegal labour.

DEBT AND RECRUITMENT COSTS

Employees must **not be required to pay any recruitment costs**. Neither the Entities, nor any recruitment agencies that work for the Entities, may charge job applicants recruitment fees¹, whether at the selection or hiring stage.

WORKING CONDITIONS

The Entities **must provide their Employees with all relevant information** about their working conditions.

(1) Such fees may include passport fees, visa fees, other administrative costs, the costs of medical examinations, etc.

(2) Subject to worker safety measures, specific security rules for Sites and force majeure events.

(3) Only for long-term projects in particularly sensitive geographies.

The Entities **must not engage in any form of duress, physical violence, bullying, threats or intimidation** towards their Employees and On-Site Workers.

Freedom of movement

The Entities must **guarantee the freedom of movement** of Employees and On-Site Workers: they must not be confined within their workplace and/or accommodation², and must have free access to sanitary facilities.

Personal effects

The Entities **must not confiscate** the travel or identity documents of Employees and On-Site Workers and must ensure Employees have access to their personal funds.

The Entities must provide Employees and On-Site Workers with **secure lockers or some other suitable system** allowing them to keep their personal documents and valuables safe³.

The Entities **must not require any collateral or security deposit** from Employees and On-Site Workers. In particular, no collateral or security deposit may be required in order to obtain protective equipment.

CONSENT

The Entities must provide their Employees with employment contracts and/or pay slips in the official language of the country where the work is performed, or in a language freely agreed by the parties if the local official language is not their working language.

Clarity

Entities must ensure that each Employee **understands the substance of these documents**, if necessary by providing explanations in a language the Employees understand.

Termination of the employment relationship

The Entities must allow their Employees to **freely terminate the employment relationship (on reasonable notice) without any penalty**, in accordance with applicable laws and the contractual terms and conditions agreed.



Child labour

In accordance with **ILO Conventions 138 and 182**, the Group does not tolerate any form of child labour that deprives children of their childhood, potential, dignity and education, or hinders their physical and mental development.

The commitments below establish the Group's position on preventing potential child labour, and must be applied in all Entities.

CHILDREN UNDER THE AGE OF 15

Work by children under the age of 15 **is forbidden**. In certain special circumstances where children are employed (apprenticeships, job shadowing periods, artistic performances, etc.), the protection of the children must be ensured, in compliance with ILO Conventions and local laws, particularly regarding the minimum age for employment.

MINORS AND HAZARDOUS CONDITIONS

Persons under the age of 18 **must not be employed to work in conditions that may endanger their health and/or safety**, in particular below ground, under water, at dangerous heights or in confined spaces, and must not be employed for night work, in accordance with the Conventions referenced above and applicable laws.

In all cases, these principles must be applied **in the best interests of the child**.



Working hours

The commitments below establish the Group's position on ensuring that Employees have decent working hours and that their health is not endangered. They must be applied in all Entities.

IMPLEMENTATION

- Set up **suitable working arrangements**.
- **Comply with local laws** on working hours and overtime.
- Allow breaks during the working day. In all cases, the Entities must provide **at least 24 consecutive hours of rest per period of seven consecutive working days**, except in circumstances allowed by local law, such as emergencies and exceptional situations, constraints associated with the use of special equipment or adapted work schedules, in particular during assignments or rotations.

OVERTIME

Overtime must be paid at **an agreed or higher rate** and the number of overtime hours may not exceed the limit set by local law.



Remuneration and employee benefits

ADEQUATE REMUNERATION AND WAGE

The Group's remuneration policy:

- Is based on the principle of **fair and equitable remuneration** for all Employees, who must be remunerated on the basis of **objective criteria** in line with their position, skills and performance, in accordance with **ILO Convention 100**.
- Aims to **provide adequate remuneration for all Employees in the countries where they work**, i.e. a wage that covers at least food, water, housing, education, healthcare, transport, clothing and other essential needs in the country in question, and provides a margin for unforeseen events.

Employee remuneration **must comply at least with the national laws in force and, if applicable, with the collective and company-wide agreements** negotiated with employee representatives.

EMPLOYEE BENEFITS AND PAID LEAVE

- **Employee benefits:** the Entities must ensure that employee benefits comply at least with the national laws in force and, if applicable, with the collective agreements and company-wide agreements negotiated with employee representatives.
- **Paid leave and sick leave:** the Entities must provide paid leave and sick leave where required by local law.
- **Social protection:** Entities that operate internationally must provide each Employee with at least the BYCare programme¹, which ensures a common core of employee benefits with minimum death coverage and parental leave cover for Employees, or its local adaptations.

(1) A common core of universal benefits providing minimum social protection cover, which the Bouygues group developed in 2019 for employees based in international operations (outside France and the French overseas departments and territories).



Employee housing conditions

When operations require¹, and if an Entity provides housing, the Group must ensure that workers receive **adequate and decent housing** and a suitable living environment, in accordance with **ILO Recommendation 115**.

HEALTH AND SAFETY

Accommodation provided to workers must comply with minimum health and safety requirements **in order to meet the basic needs of Employees and On-Site Workers** (decent housing, access to drinking water and food, clean and comfortable accommodation), in accordance with ILO Recommendation 115.

HOUSING

These provisions apply **to housing provided by Entities for Employees and On-Site Workers**.

(1) If a company operates far from customary residential areas or if the job requires workers to be available at short notice.

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Occupational health, safety and security

In accordance with **ILO Conventions 155 and 187**, the Group is committed to providing all Employees and On-Site Workers under its responsibility with a safe and healthy working environment and working conditions that protect their physical and mental well-being.

To reduce the risk of accidents at all their Sites, the Entities, via their respective policies, must apply the principles below or ensure they are applied, taking into account the nature and specific characteristics of their activities.

HEALTH, SAFETY AND SECURITY CULTURE

- A health, safety and security culture is **disseminated by all line managers** among Employees and On-Site Workers.

PREVENTION – EQUIPMENT

- Each business activity's inherent risks are **systematically assessed and identified**, if possible using health and safety management systems. To prevent these risks, the Entities must adopt necessary prevention measures, including establishing appropriate work methods and work rhythms, and ensuring that equipment is suitable and used correctly and that workers are trained and certified to perform their tasks. They must supply the Personal Protective Equipment (PPE) required for their Employees and replace it when necessary. They must require their Suppliers and Subcontractors operating on their Sites to do the same for their employees.

INFORMATION, TRAINING AND AWARENESS-RAISING

- Employees and On-Site Workers **undergo induction training, and then receive regular training**, in particular through risk prevention actions, in the health, safety and security rules and the standards that apply to their position and their place of work. They are informed of their right to withdraw from a task in the event of exposure to risk, including when working on customer premises.

ANALYSIS, METRICS AND AUDITS

- All accidents are **analysed** to identify their causes and to immediately implement corrective and preventive measures. Health, safety and security procedures are regularly monitored and audited in line with a continuous improvement process.

PHYSICAL AND MENTAL HEALTH

The physical and mental health of Employees and On-Site Workers is a constant focus of attention, **in particular issues such as ergonomics, reducing arduous work and high-risk situations**, including heat stress, noise or dust, as well as preventing violence and harassment in the workplace.

Each Entity must protect its Employees **against malicious acts and intimidation wherever it does business**, including during business travel. Security measures must be implemented with due respect for human rights and fundamental freedoms.

7



Inclusion, preventing discrimination and harassment

In accordance with **ILO Conventions 111, 100 and 190**, the Group is committed to ensuring that all Employees enjoy a healthy working environment that inspires trust and encourages dialogue.

Any instance of harassment, discrimination or inappropriate behaviour brought to the attention of the Group, a Business Segment or an Entity must be dealt with appropriately. If necessary, such acts should be investigated internally.

Protective and/or disciplinary measures may be adopted and, if necessary, legal action taken, in consultation with the relevant Ethics Officer and Human Resources Director.

INCLUSION AND PREVENTING DISCRIMINATION

It is the Group's firm belief that diversity is a source of innovation and creativity and a strategic asset for the company.

Each Entity is expected

- to **adopt an inclusion policy** that affords each person the same opportunities and promotes gender balance;
- not to engage in **any form of discrimination** on the grounds of sex, religion, physical appearance, health conditions, ethnic or social origin, language spoken, nationality, disability, sexual orientation, gender identity or expression, marital status, pregnancy, age, political opinion, membership of a trade union, whistleblower status or any other prohibited grounds; and
- to take employment-related decisions (hiring, termination of the employment contract, distribution of assignments, remuneration, employee benefits, training, promotion) solely on the basis of **criteria such as qualifications, experience and/or performance**.

HARASSMENT AND SEXIST BEHAVIOUR

Entities must not tolerate any form of psychological or sexual harassment and sexist or violent behaviour, whether internally or externally (job applicants, Employees, Suppliers, customers, Subcontractors, other Stakeholders, etc.). They must prevent such behaviour and punish it if it occurs within the Entity.

To raise a whistleblowing alert

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<https://alertegroupe.bouygues.com>



Scan this QR code
(Internet connection required;
specific app may be needed
depending on device used).



Skills development and employability

TRAINING PROGRAMMES

The Group is **committed to developing the skills and employability of its Employees**. Therefore, each Entity must offer all Employees the opportunity to progress continuously through training programmes tailored to the needs of their positions.

INTERNAL JOB MOBILITY

The Group and its Entities must **promote and encourage job mobility within and between Business Segments**. The size and diversity of the Group enables Employees to evolve towards new assignments and, at the same time, develop new skills in different sectors of activity and geographies.



Freedom of association, collective bargaining and employee expression

High-quality labour relations within the Bouygues group are the result of a constructive approach to which trade unions and other employee representative bodies contribute actively. In accordance with **ILO Conventions 87 and 98**, the Group recognises every Employee's freedom of association and collective bargaining rights.

Freedom of association and collective bargaining rights provide all Employees who so wish the opportunity to form and/or join organisations with the aim of negotiating collective agreements on working conditions.

The commitments below ensure respect for freedom of association and collective bargaining rights, and must be applied in all Entities:

- Each Entity must **respect freedom of association and the right to organise**. In countries where the ILO Conventions on the right to organise are not applied, the Entities must set up procedures to encourage high-quality social dialogue with Employees.
- No Entity must **discourage, prohibit, punish or discriminate on the grounds of membership or non-membership** in a workers' organisation.
- Each Entity must **allow workers' organisations to act independently** by giving them reasonable access to the information, resources and means necessary to perform their duties.

The Group also encourages Employees to express themselves by:

- **facilitating**, if necessary, **access to voting** to elect employee representatives; and
- **consulting them regularly**, for example by conducting engagement surveys.

FREEDOM OF EXPRESSION AND NEUTRALITY

The Group respects the political, religious and philosophical convictions of its Employees. The free expression of these convictions must not disturb the calm atmosphere necessary for the Group's activities.

Proselytising of any kind is prohibited within the Entities.

If an Entity has adopted internal regulations, they should state and specify any particular rules applicable under local law.



Confidentiality and data protection

The Group complies with all regulations on personal data protection, in particular the European General Data Protection Regulation (GDPR)¹, wherever it applies.

- In countries where the General Data Protection Regulation (GDPR) is not applicable, the Entities must apply local law, ensuring, to the extent possible, that a comparable level of protection is afforded.
- Each Entity must apply the relevant standards in this area and ensure that the personal data of its Employees, Suppliers, Subcontractors and customers collected in the course of its activities is respected.

(1) Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (Text with EEA relevance).



Affected Communities

The Group and its Entities respect the rights of Affected Communities. Particular attention must be paid to the impact the Group's operations have on these communities, specifically on their access to a clean, healthy and sustainable environment, which is essential for the enjoyment of all human rights.

IDENTIFICATION OF IMPACTS

Before any project is executed, Entities must identify the **impacts of their activities on the ecosystems and rights of Affected Communities** and, if necessary, take Appropriate Measures.

DIALOGUE

In coordination with its customer, each Entity must **establish a dialogue with the communities directly affected** by its activities. It must take the Appropriate Measures to ensure that these Affected Communities are able to effectively communicate their legitimate concerns.

CONSENT

The Group is committed to ensuring that indigenous and tribal peoples are **able to give prior consent in a free and informed manner**.



Human rights across the Value Chain and responsible purchasing practices

The Entities endeavour to establish a continuing dialogue with their Suppliers and Subcontractors regarding the content of this Policy, and to maintain a balanced partnership with them. As such, the Entities expect their Subcontractors and Suppliers to apply and impose standards identical or equivalent to those of this Policy within their Value Chains.

The manner in which this principle is to be applied is described in the Group's CSR Charter for Suppliers and Subcontractors. To this end, it may be appended to contracts.

The Entities must prioritise their actions on the basis of a previously established map of negative impacts and adopt a responsible purchasing approach focusing on the following areas:

- **Calls for tenders:** incorporating human rights criteria in their tendering procedures.
- **Purchasing categories:** identifying purchasing categories with Value Chains most exposed to human rights risks.
- **Skills development:** assisting buyers, Suppliers and Subcontractors in acquiring greater expertise in preventing human rights violations.
- **Audits:** regularly verifying the compliance of Suppliers and Subcontractors through internal and external assessments, using sampling techniques or a risk-based approach.

If the commitments of this Policy are breached, the Entities must adopt corrective measures.

- Depending on the circumstances, an Entity may request the relevant Supplier or Subcontractor to **adopt and implement prevention and mitigation action plans**, corrective measures to put a stop to adverse impacts, and remediation measures to ensure respect for human rights.
- If the situation does not improve, the Entity may, if necessary, **terminate the contract** in accordance with the provisions of the contract.

The Bouygues group Human Rights Policy is published in several languages.
In case of doubt or differences of interpretation, the French version shall prevail over the other versions.

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