

PERSOL Group Human Rights Policy

At the PERSOL Group, our mission is to create a future where anyone in the world can “Work and Smile.”

We also define “Work Well-being” as the happiness and satisfaction that people feel through their work, and we support the work of individuals with diverse values.

Lifestyles and workstyles are different from person to person. We believe it is important that all people can freely choose their own work, work comfortably, and challenge their own potential, without suffering discrimination. We also believe that this will lead to the realization of a richer and happier life. For that purpose, we value equality of opportunity and diversity, do not tolerate any forms of discrimination or harassment, and protect the dignity and respect the rights of all people.

We have established the PERSOL Group Human Rights Policy in line with our aspirations for a society where work is linked to smiles, and are advancing initiatives for the respect of human rights.

1. Commitment

At the PERSOL Group (PERSOL HOLDINGS CO., LTD. and its consolidated subsidiaries, hereafter, “the Group”), we respect the human rights of all people concerned with the Group’s business activities commencing with the Group’s officers and employees (including temporary staff, etc.) and individuals who utilize the Group’s services (including registered temporary staff, job seekers, etc.).

We endeavor not only not to be directly involved with any violations of human rights, but also not to be complicit indirectly in the Group’s business activities. We are committed to the application of internationally recognized human rights contained below and implement initiatives in accordance with the UN Guiding Principles on Business and Human Rights.

- The International Bill of Human Rights (“the Universal Declaration of Human Rights,” “the International Covenant on Civil and Political Rights,” and “the
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International Covenant on Economic, Social and Cultural Rights”).

- “The ILO Declaration on Fundamental Principles and Rights at Work” of the International Labour Organization (ILO).

Across the Group’s operations we have refined our human rights approaches and frameworks to observe the related laws and regulations of each country and region where we operate. We aspire to ensure the conduct of our business activities is undertaken in a fair and sincere manner in accordance with social norms. In cases where internationally recognized human rights standards and the related laws of each country and region conflict, we seek to adopt the higher standard.

2. Scope of Application

This human rights policy applies to all officers and employees of the Group (including temporary staff, etc.). We expect business partners involved with the Group’s business activities (client companies, contractors, service and equipment suppliers, etc.) to understand and observe this policy.

3. Human Rights Issues of the PERSOL Group

• Equality of opportunity and prohibition of discrimination and harassment

We respect the rights of individuals to ensure that equal opportunities are provided to all, including the Group’s officers and employees (including temporary staff, etc.) as well as individuals who utilize the Group’s services (including registered temporary staff, job seekers, etc.).

We do not tolerate any form of discrimination based on gender, sexual orientation, age, race, nationality, creed, religion, disabilities, etc., and we do not tolerate behavior or harassment deemed to be inappropriate in the workplace such as socially unacceptable verbal or physical conduct or communications.

• Protection of privacy and considerations when using algorithms

We give consideration to the protection of privacy concerning the handling of personal data and work to prevent and mitigate the negative effects that may emerge from privacy violation risk.*

Also, when implementing data analyses and predictions using algorithms, we give

sufficient consideration so that individuals do not suffer unfair discrimination and diversity is not lost.

*Risk that problems concerning the privacy of individuals (including discrimination and other violations of human rights) may manifest in society.

- **Ensuring health and safety**

Health and safety are an integral part of our daily operations. We strive to continuously improve our workplace health, safety, and environmental performance. We think it is most important for both the company and its workers to always strive to act safely, and we work to ensure health and safety.

- **Prohibition of forced labor, child labor, and human trafficking**

We have a zero-tolerance policy against all forms of forced labor, child labor, human trafficking, and other modern slavery and related activities.

- **Appropriate payment of wages and appropriate working hours management**

We adhere to the applicable laws and regulations associated with fair payment of wages and working hours management.

- **Respect of freedom of expression, freedom of association, and collective bargaining rights**

We respect expression, forming associations, and membership in organizations in accordance with the free will of the individual, as well as freedom of the exercise of collective bargaining rights.

In addressing the above-stated issues, we pay special attention to the rights of people who may be vulnerable, such as women, foreign workers, persons with disabilities, LGBTQ+, indigenous and first nation peoples, racial and ethnic groups, etc.

Also, to prevent and mitigate the adverse impacts regarding the above-stated issues, as a prerequisite, we believe that the presence and efforts of individuals who can understand the feelings, ways of thinking, and perspectives of many people is essential. To those ends, we not only do not tolerate discrimination, harassment, and other actions that cause a loss of diversity, but also strive to foster a corporate culture that can understand and respect diversity, and work toward the promotion of diversity (diversity, inclusion and

equality [DI&E]) in order to provide these values to society toward achieving the Group vision "Work and Smile."

4. Governance

The supervisory responsibility regarding the respect of human rights is borne by the officer in charge of compliance, and the division responsible for compliance coordinates with the concerned divisions at each Group company as the core and advances initiatives for the respect of human rights.

The division responsible for compliance compiles information on a scheduled basis and provides updates on the status of application of this Policy to the Headquarters Management Committee (HMC) via the Sustainability Committee and the Risk Management Committee respectively. The Representative Director, President and CEO reports these to the Board of Directors, which periodically oversees this process and issues directives for action as necessary.

5. Human Rights Due Diligence

We identify any potential and/or actual salient human rights impacts and are committed to implement the necessary actions to prevent and mitigate them. In cases where it becomes clear that we have caused or contributed to an adverse impact on human rights, we provide appropriate remedial and corrective measures.

6. Grievance Management

We have established grievance escalation frameworks across the Group so that all stakeholders including employees, temporary staff, job seekers, etc. can escalate any identified human rights issues.

On receipt of any Human Rights grievance, we take immediate action to confirm the facts, consider measures to remediate the issue and prevent its recurrence. We also ensure that those who have adversely suffered are provided with the necessary support and leadership

7. Stakeholder Consultation

We conduct dialog and consultations with both internal and external stakeholders on our approach and commitments to human rights and strive to promote our respect for human rights.

8. Communication

Information regarding the status of initiatives for the respect of human rights is disclosed on the Group's website, Integrated Report, etc.

9. Human Rights Policy Dissemination and Education

We implement education and measures to raise awareness regarding activities on our approach to human rights management to promote understanding and firm establishment of the human rights policy among officers and employees.

December 20, 2022

Takao Wada
Representative Director, President and CEO
PERSOL HOLDINGS CO., LTD.

This policy was approved at the December 16, 2022 meeting of the Board of Directors of PERSOL HOLDINGS CO., LTD.

PERSOL集团人权政策

在PERSOL集团，我们的使命是创造一个世界上所有人都能够“微笑面对工作”的未来。我们还将“工作幸福感”定义为人们通过工作感受到的幸福感和满足感。我们支持拥有不同价值观的个人工作。

生活方式和工作方式因人而异。我们相信，所有人都能自由选择自己的工作，舒适地工作，挑战自己的潜力，而不受到歧视，这一点非常重要。我们还相信，这将使人们获得更丰富、更幸福的生活。为此，我们珍视机会平等和多样性，不容忍任何形式的歧视或骚扰，保护所有人的尊严并尊重所有人的权利。

我们制定了PERSOL集团人权政策，以实现建立工作与微笑相联系的社会的愿望，并正在推动尊重人权的举措。

1. 承诺

在PERSOL集团（PERSOL HOLDINGS CO., LTD.及其子公司，以下简称“集团”），我们尊重与集团经营活动有关的所有人员的人权，首先是集团的管理人员和雇员（包括临时工等）以及使用集团服务的个人（包括注册临时工、求职者等）。

我们不仅努力避免直接参与任何侵犯人权的行为，也避免在开展集团的经营活动时间接参与这些行为。我们致力于践行以下公约所述的国际公认的人权，并根据《联合国工商企业与人权指导原则》实施各项举措。

- 《国际人权宪章》（“《世界人权宣言》”、“《公民权利和政治权利国际公约》”和“《经济、社会及文化权利国际公约》”）。
- 国际劳工组织（ILO）的“《国际劳工组织关于工作中基本原则和权利宣言》”。

在整个集团的业务中，我们完善了人权方针和框架，以遵守我们开展业务的每个国家和地区的相关法律法规。我们希望确保我们的经营活动以公平、真诚的方式开展，并符合社会规范。在国际公认的人权标准与某个国家和地区的相关法律发生冲突的情况下，我们将寻求采用更高的标准。

2. 适用范围

本人权政策适用于集团的所有管理人员和雇员（包括临时工等）。我们希望与集团经营活动有关的业务伙伴（客户公司、承包商、服务和设备供应商等）理解并遵守本政策。

3. PERSOL集团的人权问题

● 机会平等及禁止歧视和骚扰

我们尊重个人的权利，以确保向所有人提供平等的机会，包括集团的管理人员和雇员（包括临时工等）以及使用集团服务的个人（包括注册临时工、求职者等）。

我们不容忍任何形式的基于性别、性取向、年龄、种族、国籍、信仰、宗教、残疾等方面的歧视，我们也不容忍被认为在工作场所不适当的行为或骚扰，例如社会上不可接受的言语或肢体行为或交流。

- **隐私保护及使用算法时的考虑因素**

我们考虑了与处理个人数据有关的隐私保护，并致力于防止和减少侵犯隐私风险可能产生的负面影响。*

此外，在使用算法进行数据分析和预测时，我们也给予了充分的考虑，以确保个人不会遭受不公平的歧视并确保不会丧失多样性。

*关于个人隐私的问题（包括歧视和其他侵犯人权的行为）可能在社会上显现的风险。

- **确保健康和安全**

健康和安全的我们日常经营不可或缺的一部分。我们致力于持续改善我们的工作场所在健康、安全和环境方面的表现。我们认为，对公司及其职工而言，最重要的是始终努力做到安全行事。我们致力于确保健康和安全的。

- **禁止强迫劳动、童工和人口贩运**

我们对所有形式的强迫劳动、童工、人口贩运和其他现代奴隶制及相关活动实施零容忍政策。

- **适当的工资支付及适当的工作时间管理**

我们遵守与公平的工资支付和工作时间管理有关的适用法律法规。

- **尊重言论自由、结社自由和集体谈判权**

我们尊重根据个人自由意愿发表言论、结社和加入组织的权利，并尊重行使集体谈判权的自由。

在解决上述问题时，我们特别关注可能处于弱势的群体的权利，例如妇女、外籍工人、残疾人、性少数群体、土著和原住民、种族和民族群体等。

此外，为防止和减少上述问题带来的负面影响，我们相信，作为前提，能够理解许多人的感受、思维方式和观点的个人的参与和努力至关重要。为了实现这些目标，我们不仅不容忍歧视、骚扰和其他造成多样性损失的行为，而且还努力培养一种理解和尊重多样性的企业文化，并致力于促进多样性（多样性、包容性和平等性），从而向社会输出这些价值观，实现集团“微笑面对工作”的愿景。

4. 治理

尊重人权的监督责任由合规负责人承担，负责合规的部门作为核心与各集团公司的相关部门进行协调，推动尊重人权方面的举措。

负责合规的部门定期汇总信息，并分别通过可持续性委员会和风险管理委员会向总部管理委员会（HMC）提供关于本政策实施的最新情况。代表董事、总裁兼首席执行官向董事会汇报上述情况，董事会定期监督这一过程，并在必要时发布行动指令。

5. 人权尽职调查

我们识别任何潜在的和/或实际的突出的人权影响，并致力于采取必要的行动防止和减少这些影响。一旦情况表明我们造成或促成了人权方面的负面影响，我们将提供适当的补救和纠正措施。

6. 申诉管理

我们在整个集团建立了申诉上报框架，以便所有利益相关方（包括雇员、临时工、求职者等）可以上报任何已发现的人权问题。

一旦收到任何人权申诉，我们将立即采取行动核实事实，考虑采取措施补救问题，并防止问题再次发生。我们还将确保向遭受不利影响的个人提供必要的支持和领导。

7. 与利益相关方的协商

我们就我们的人权方针和承诺与内部和外部利益相关方进行对话和协商，并努力推广我们对人权的尊重。

8. 通讯

有关尊重人权举措现况的信息在集团网站、综合报告等处披露。

9. 人权政策的宣传教育

我们通过教育和其他措施提高对人权管理方针的相关活动的认识，从而在管理人员和雇员之间牢固确立人权政策并促进对人权政策的理解。

2022年12月20日

Takao Wada
代表董事、总裁兼首席执行官
PERSOL HOLDINGS CO., LTD.

本政策在PERSOL HOLDINGS CO., LTD.的董事会于2022年12月16日召开的会议上获得批准。
