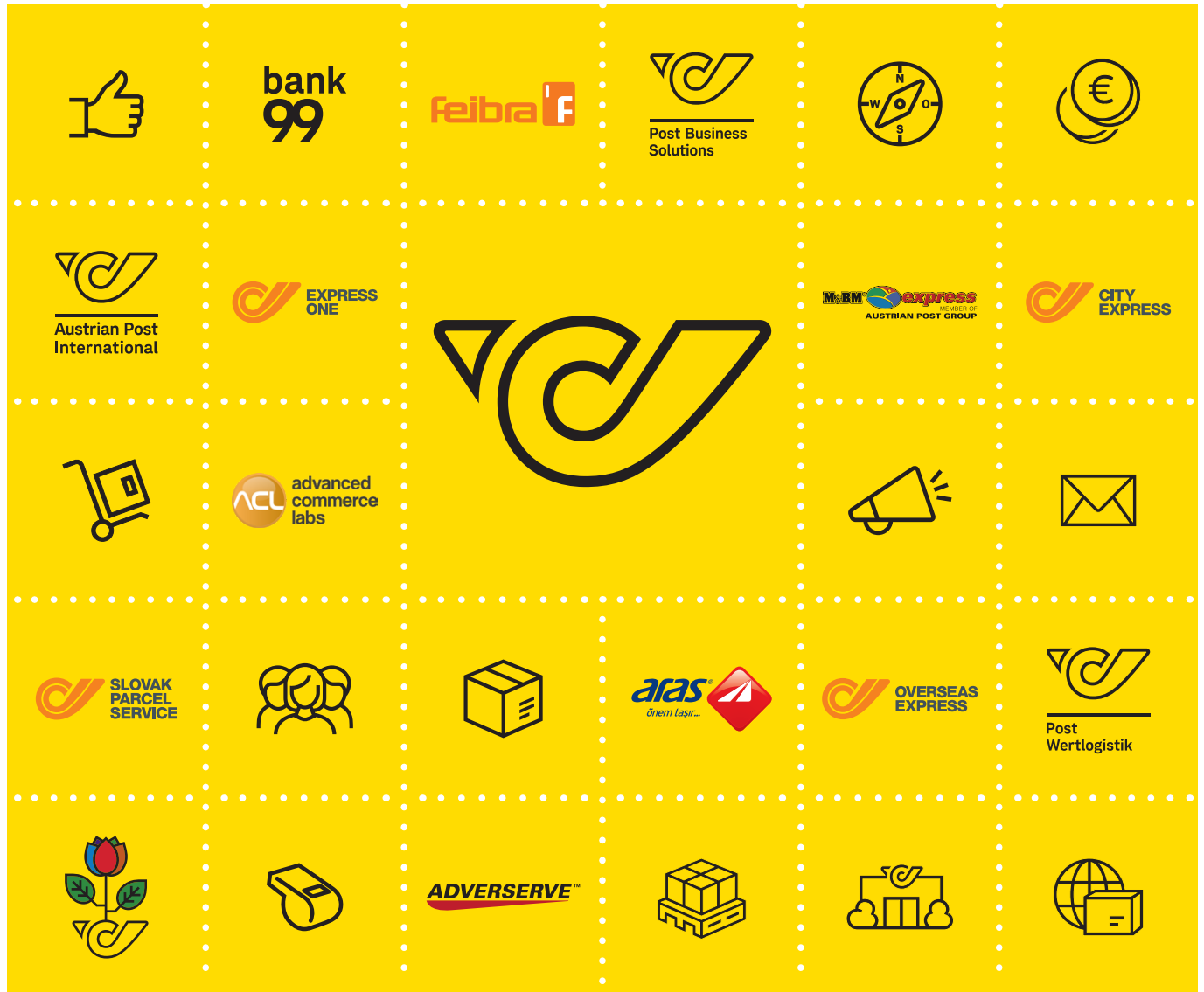


The Austrian Post's Declaration of Principles on Human Rights

#bringtogether





Our Responsibility

The Austrian Post is the country's leading logistics and postal services company with group subsidiaries in Central and Southeast Europe. This entails considerable social responsibility on our part, a duty which we are determined to fulfil. For this reason, Österreichische Post AG has been a member of the UN Global Compact for many years now.

We want to ensure that we act in an ethical and exemplary manner at all times and that we always respect human rights. Responsibility for this is borne by the Management Board as well as each individual within the Group, meaning every employee and the entire managerial staff. This is because people are the primary focus of our internationally active company, whether employees, customers, business partners or stakeholders.

This Declaration of Principles will create a joint understanding of and common standard for the safeguarding of human rights throughout the Group, as it will along the entire length of our supply chain.

The Declaration of Principles was adopted on 22 June 2022.

Our Values

Our values are anchored in the Code of Conduct and Ethics, a key document which sets forth the fundamental principles that apply to our conduct and interactions both within and outside of the Group. It forms part of a respectful, legally compliant, and sustainable company culture which we are committed to upholding and which we must breathe fresh life into each day.

This Declaration of Principles serves as a supplement to our Code of Conduct and Ethics and underlines our commitment to upholding human rights. We show respect to them with particular regard to:

- The principles of the UN Global Compact
- The United Nations' Guiding Principles on Business and Human Rights
- The Universal Declaration on Human Rights

- The fundamental principles of the International Labour Organisation (ILO)
- The OECD's guidelines for multinational companies
- The United Nations' 'Sustainable Development Goals' (SDGs).

We always adhere to the applicable regulations as well as international human rights standards in all of the countries in which the Austrian Post operates.

Our Approach

We regularly carry out a group-wide **risk analysis** which incorporates the insights gained from an ongoing interchange at the national and international levels, the experience gained within the Austrian Post's group of companies and from the dialogues held with our stakeholders. We use the results from the risk analysis to develop measures for the purpose of minimising the risks that have been determined and to compensate for any damage caused.

Our Compliance Management System provides for regular **due diligence processes with respect to human rights**, especially such measures as ongoing evaluation, monitoring, and regular reporting for the purpose of compliance with our duty of care. Furthermore, we draw up and issue **guidelines**. These include in particular the Code of Conduct and Ethics, the Code of Conduct for Contractors and internal company guidelines in the Human Resources, Compliance, Procurement and Corporate Sustainability departments.

We regularly hold **training courses** and run **awareness campaigns** to increase awareness of the importance of safeguarding human rights within the Austrian Post's group of companies. **Reporting** on risk analysis and due diligence is regularly provided to the Management Board, the Audit Committee, and the Supervisory Board. Furthermore, we publish a comprehensive non-financial report each year.

Our Guiding Principles

In accordance with our due diligence processes, we would like to emphasise the guiding principles at the Austrian Post which are particularly relevant to the issue of human rights:

We do not tolerate **forced labour** or **slavery**; furthermore, we also strictly oppose modern forms of slavery and human trafficking. Work at the Austrian Post and its group of companies is based exclusively on the principle of voluntariness.

Any form of **child labour** as defined by the ILO and UN Conventions or as defined in national legislation is strictly prohibited. Recruitment always takes place in compliance with the respective national laws.

We respect our employees' right to establish representative bodies for staff, freedom of association and to collective bargaining in compliance with the applicable rights and laws. Every member of staff is free to join a union or a representative body for employees. Employees who act as employee representatives will not receive undue privileges or be disadvantaged in any way. We work together with representative bodies and regularly interchange with each other.

We do not tolerate any **working conditions** that conflict with international and national laws and regulations. We also expect the same from our direct and indirect business partners.

Statutory framework conditions and/or those negotiated as part of collective agreements, especially with respect to **working times, breaks, overtime, and annual leave**, are a core component of our work contracts and contribute to a fair work-life balance.

We guarantee **safe working conditions** at the Austrian Post. We attach great importance to compliance with statutory and company-internal provisions aimed at protecting employees. The Austrian Post places a high priority on the wellbeing of its employees. Their **health and safety** is a particular concern of ours. This is why we actively promote health at our company and implement preventive measures to preserve our employees' health and fitness for work in the long term.

Every employee has the right to fair and performance-based **remuneration**. This will be paid in a timely manner and in a way that is comprehensible to employees in accordance with the respective employment contracts. Employees who perform the same job and are equally qualified will receive the same salary irrespective of gender.

We foster **respectful conduct** with our colleagues in our everyday work and do not tolerate any kind of harassment, bullying, or any other kind of physical or psychological violence at work.

We promote an inclusive (working) environment in which persons with highly diverse lifestyles feel involved and that they belong. **Diversity** is enshrined as a central guiding principle as part of our integrated group strategy and in our managerial and corporate culture. For this reason, there is no place for any form of **discrimination** at the Austrian Post Group, especially on the basis of gender, age, ethnic or social background, skin colour, psychological or physical impairment, religion or ideology, political views, familial status, health, or sexual orientation.

Acting in our capacity as the Austrian Post Group, we wish to contribute to the promotion of **equal opportunities** during the recruitment process, continuing professional development, career advancement and when striking a balance between our personal and professional lives.

We do not tolerate any form of **corruption**. We strictly avoid any semblance of inappropriateness or dishonesty. We take our business decisions solely on the basis of objective considerations in the interest of the Austrian Post. Private interests must never play a role in this regard.

We protect the **private sphere** of our customers, employees, business partners, contractors, and stakeholders. Our group-wide data protection system guarantees the responsible and secure handling of personal data.

Our business activity also has an impact on the **environment** and the **climate**, particularly through the emission of climate-changing greenhouse gases. We frequently review the impact of our activity in this regard and actively participate in reducing the burdens placed on the environment and the climate.

We set ourselves ambitious climate targets and work on supporting international climate targets. We make efficient use of our resources when engaged in business activity and always comply with all statutory provisions and standards concerning the environment and climate.

Our Communication

We place great importance in transparency. We publish this Declaration of Principles on Human Rights on our website and actively communicate it to all of our employees.

Furthermore, we make known our obligations, risks, and activities with respect to the protection of human rights in our annual non-financial report.



Our Points of Contact

Violations of the law, the rules contained in our Code of Conduct and Ethics, or this Declaration of Principles on Human Rights can either be reported to managerial staff directly or to the Compliance Office by using one of the following points of contact:



For **questions** on the Declaration of Principles on Human Rights the **Compliance HelpDesk** is available at compliance.helpdesk@post.at.



For (also anonymous) reports of potential misconduct and violations, the **Compliance WhistleDesk** is available at post.at/whistleblowing.

Reports made to the Compliance WhistleDesk will be handled in the strictest confidence and may also be submitted anonymously.

Our Consequences

We follow our predefined processes for the earliest possible and diligent clarification of any violations that have been reported to us.

We take immediate action commensurate with any violations that have been determined and implement additional measures in order to prevent further violations in future.

Further information: The Code of Conduct and Ethics can be viewed at post.at/co/c/verhaltens-und-ethikkodex; the Code of Conduct for Contractors can be viewed at post.at/co/c/avb; the Non-Financial Report can be viewed at post.at/ir/c/nachhaltigkeitsberichte.

Österreichische Post
Compliance Office
Rochusplatz 1
1030 Wien
Österreich



Effective: October 2024. Typesetting and printing errors excepted. || You can find information on data privacy under post.at/datenschutz || Legal information: Media owner: Österreichische Post AG, Rochusplatz 1, 1030 Wien | post.at | Registered office: Vienna | Register no.: 180219d | Vienna Commercial Court | VAT ID No.: ATU46674503