HOUSE OF HR
WE CHANGE LIVES

House rules 1.2

A. Introduction

At House of HR (HOHR), we're fully committed to safeguarding fundamental human rights because they're crucial for creating a workplace where everyone feels respected and valued, regardless of their background. Human rights[1] encompass a set of fundamental rights and freedoms for all human beings, regardless of their nationality, race, gender, religion, or any other status.

B. Scope

Our House Rules guides us in ensuring a safe, inclusive, and respectful work environment for all employees, and it's everyone's responsibility to abide by them. This policy applies to all individuals working at all levels and grades, including management, directors, employees (whether permanent, fixed-term or temporary), consultants, contractors, and any other person providing services to HOHR.

It applies to **all legal entities** that are part of HOHR, meaning all Powerhouses and Boutiques. Newly acquired or created legal entities are also expected to apply this policy after joining the Group.

C. Roles and Responsibilities

All HOHR **employees and associates** are responsible for adhering to the principles and values set out in this policy. Everybody must familiarize themselves with this policy and participate in foreseen training/info sessions. Appropriate resources should be dedicated to the training and building of awareness to develop the knowledge and understanding of the relevant environmental matters by HOHR.

The ultimate responsibility for the policy's dissemination and update rests with the **ESG department**. This policy will be reviewed annually and revised as needed.

D. Principles

Our human rights commitment is based on the following principles:

Non-Discrimination:
House of HR opposes all forms of discrimination, recognizing its negative impact on morale and productivity. We ensure fair and respectful treatment for everyone, both inside and outside our organization.

[1] *These rights are outlined in the Universal Declaration of Human Rights by the UN. We also commit to the voluntary code of conduct provided by the WEC, focusing on best practices within the employment industry. Furthermore, HOHR is a committed participant of the United Nations Global Compact and aligns its policies and practices with its Ten Principles, including Principle 1 & 2 on Human Rights.*

Fair Wages & Benefits:
House of HR recognizes that offering fair, living wages is crucial to attract and retain qualified employees, ensuring they can maintain a decent standard of living. House of HR acknowledges that employees benefit from taking annual leaves, paid by their employer.

Safe Working Conditions:
House of HR believes that maintaining a safe workplace is critical for employee well-being and productivity, reducing the risk of accidents and injuries and minimizing employer liabilities.

No Forced Labor:
House of HR strongly prohibits all forms of forced labor and human trafficking, in compliance with human rights and legal obligations in our operations or within our supply chain.

No Child Labor:
House of HR firmly commits to the elimination of child labor in all its forms. We ensure that no individuals under the legal minimum working age are employed in our operations or within our supply chain.

Freedom of Association:
House of HR respects employees' rights to unionize, fostering engagement and constructive dialogue, promoting improved working conditions and collaboration.

Diversity, equity and Inclusion
House of HR is dedicated to fostering diversity and inclusion, recognizing their value in enriching workplace culture and driving innovation and creativity.

Privacy
House of HR values privacy, recognizing its role in protecting sensitive information. We expect everyone to handle personal data appropriately, respecting individuals' rights and interests.

E. Raising your questions and concerns

House of HR cannot monitor our human rights policy alone. With that in mind, everyone can and should raise awareness if a violation of this policy is going on so that appropriate action can be taken. All reports will be treated confidentially and empathetically.

All breaches, questions, concerns and doubts can be raised via the internet application “Spot”: Spot allows you to raise sensitive issues in an accessible and, if desired, anonymous way. The customized workflow within Spot guides issue raisers throughout the process. Any issue will be addressed and followed up according to existing escalation procedures. Open the tool via talktospot.com/hohr of via the QR code.

Any breaches of these rules are taken seriously, and we'll promptly investigate any concerns and take necessary steps to address them.

In case of doubt or questions regarding this policy, please contact the Chief Risk and Sustainability Officer to review the matter.

Thomas Decruy
Chief Risk and Sustainability Officer
thomas.decruy@houseofhr.com
M +32 474 54 06 80

F. Versions

This policy is updated regularly to ensure its relevance over time. Below is the list of updates made to the policy.

Version	Date	Update
1.1.	December, 2024	Initial policy
1.2	January, 2026	Updates: - Scope updated - New section 'Roles & responsibilities' added - 'Fair wages & Benefits' commitment updated - 'No forced labor' commitment updated

This policy has been approved by the Audit & Risk Committee, on behalf of the Board of directors.