

## **Human Rights and Working Conditions Policy**

### **1. Overview**

Hallstar is committed to the fundamental belief for the respect of human rights for all persons and that people deserve to be treated with respect and dignity. It is our duty to ensure our employees in all of our global locations understand this belief.

With this policy, Hallstar supports the principles under the UN Universal Declaration of Human Rights, the UN Global Compact and the ILO Declaration on Fundamental Principles and Rights at work.

We have established human resource policies and company and site procedures that further support our commitment to human rights. As a company with operations in many different locations, this policy brings together in one document a statement on human rights and the working conditions of our people.

### **2. Scope**

This policy applies to all global Hallstar employees and all its subcontractors working at Hallstar sites. Suppliers and contractors to Hallstar are expected to comply with the law and these beliefs as stated in our Supplier Code of Conduct.

### **3. Policy**

Hallstar will uphold the fundamental beliefs of the UN Universal Declaration of Human Rights and provide a workplace that is free from harassment and discrimination. It is every employee's responsibility to follow the requirements of our Human Rights and Working Conditions Policy.

Our core policy areas include:

#### **Non-Discrimination**

Hallstar will not discriminate against employees regarding their race, color, religion, national origin, gender, age, sex, disability, veteran status, marital status, sexual orientation, language, physical or mental conditions, political affiliation, union membership or other characteristics protected by law. We extend equal employment opportunity and fair treatment to all. We provide a work environment free of harassment based on diverse human characteristics and cultural backgrounds.

#### **Child Labor, Forced Labor & Human Trafficking**

Hallstar will not tolerate the use of child labor in any of its global operations and facilities, in accordance with the International Labor Organization (ILO) Minimum Age Conventions. We will not tolerate the exploitation of children, their engagement in unacceptably hazardous work, or the physical punishment, abuse, or involuntary servitude of any worker.

### **Freedom of Association**

Hallstar respects its employees' right to join, form or not to join a labor union without fear of reprisal, intimidation, or harassment. Where our employees are represented by a legally recognized union or employee representative, we are committed to complying with laws pertaining to freedom of association, privacy and bargaining in good faith with such representatives.

### **Harassment**

We do not engage in or tolerate physical, verbal, psychological, or sexual abuse or intimidation.

### **Environmental, Health and Safety**

Hallstar is committed to providing a healthy and safe working environment, and to avoid adverse impact and injury to the environment and the communities in which we do business. We seek to prevent accidents, injuries, and illnesses through hazard minimization or mitigation at all of our sites.

### **Working Conditions**

We will treat all employees fairly, honestly and with respect and dignity. We promote a work environment that fosters open communication, innovation, productivity, teamwork and employee engagement.

### **Worker Rights**

Hallstar adheres to all local or national laws regarding wages, hours, overtime, and benefits. We pay our employees in accordance with contractually agreed upon wages, or in accordance with minimum wage laws. We abide by local legal or contractually agreed upon work hours and provide days off according to internal protocol or local regulation. We provide benefits to our employees in accordance with local norms or legal requirements that include health, sick, and family leave, maternity/paternity/adoption leave, medical or dental care, and compensation for education or career advancement.

### **Employee Training & Skill Development**

Hallstar will train its employees on this human rights policy as well as discrimination & harassment, corruption & bribery and health & safety topics. Employees may also receive training in topical areas to further their skills and advance their career.

Hallstar will inform our employees of this code and will encourage our suppliers to adopt similar concepts as identified in this policy and in our Supplier Code of Conduct. If employees suspect a violation of this policy, it should be reported through the reporting mechanism provided under our Ethical Business reporting procedure where the suspect violation will be investigated. Hallstar may conduct audits and reviews of our sites to determine compliance with this policy.

Issued By: Human Resources Department, June 2024