

HUMAN RIGHTS STATEMENT

Introduction

Hays as a leading global recruitment and people services business the respect of human rights is integral to our purpose, how we operate and our reputation.

Our mission to be the world's leading recruitment and talent services provider is based on forming lifelong partnerships with clients and candidate, providing them with a first-class service and doing the right thing by our stakeholders. Our stakeholders are central to how we integrate our strategy with our responsibilities.

We respect human rights in line with the principles and guidance of the UN Universal Declaration of Human Rights, the core conventions of the International Labour Organization (ILO) and the UN Guiding Principles of Business and Human Rights. This applies to our relationships with clients, candidates, business partners and suppliers and the communities within which we operate.

We recognise Professor John Ruggie's 'Respect, Protect and Remedy' Framework where it is acknowledged: States have a duty to protect human rights; Businesses have a responsibility to respect human rights; and both States and Businesses have a responsibility to provide access to remedy where human rights have been breached.

With reference to the International Covenant on Civil and Political Rights and International Covenant on Economic Social and Cultural Rights, the following rights and freedoms have been identified as most salient and the basis for this statement:

- Right to life and the right to health.
- Right to privacy.
- Freedom from discrimination and minority rights.
- Right to equality.
- Freedom of religion and belief and the right to take part in cultural life.
- Freedom from slavery, the right to free movement and the right to choose and accept work.
- Freedom of children from social and economic exploitation.
- Right to an adequate standard of living.
- Freedom of association and the right to form trade unions.
- Right to education.

Scope and application

This statement applies to all Hays employees and includes contractors and temporary workers on Hays sites. Wherever we operate, we comply with local laws and regulations, and cooperate with the relevant authorities.

Compliance with the law and local legislation supersedes any aspect of Hays' policies in the respect of human rights. This means that:

- Where local legislation is more stringent than our policies, local requirements will apply in addition to the policies.
- Where local legislation may conflict with the commitments contained in our policies, we will comply with the law but seek to raise awareness of human rights within our spheres of influence.
- Where local legislation is less stringent than our policies, we will adhere to the commitments set out in our policies.

We expect our suppliers to have high ethical standards and to operate in a legally compliant and professional manner by adhering to our Supplier Code of Conduct.

Our respect of human rights is predominately enabled through our Code of Conduct and our Ethics Policy. All staff are expected to act with integrity and honesty and behave in a way that is above reproach, and to treat people fairly, with courtesy and respect, be responsible and respect diversity and communicate openly.

Any concerns related to the respect of human rights can be raised in relation to our Whistleblowing Policy, our people speaking up and / or the mechanisms we have in place for stakeholder engagement.

We offer employees a confidential reporting line, managed by an independent third party, accessible by telephone or online 24 hours a day, 365 days a year (as allowed under applicable law, employees may submit reports to the confidential line anonymously in over 100 languages).

Other stakeholders can report concerns to their local Hays contacts and / or using the contact information provided on our website www.haysplc.com/contacts in relation to the Company Secretariat.

Our commitments

In respect of the most relevant and salient human rights we will:

- Provide a healthy, safe and sanitary environment for our people, business associates and visitors within and to our premises.
- Endeavor to support our people in their wellbeing and mental health through our people practices and employee benefits.
- Address data security and confidentiality through appropriate training, investment, procedural and information systems' security.
- Deem unacceptable all forms of intimidation, including physical and verbal abuse and harassment.
- Support equal opportunities and non-discrimination in recruitment, training, working conditions and career progression on the basis of a personal characteristic including age, disability, gender, marriage/civil partnership, pregnancy/maternity, race, religion, belief or sexual orientation.
- Not tolerate bullying or harassment in any form.
- Not tolerate any physical abuse, the threat of physical abuse, sexual or other forms of harassment, verbal abuse or other forms of intimidation.
- Actively address and promote diversity, equality and inclusion.

- Not tolerate any forms of forced labour, including trafficked labour and servitude and maintain, and as of such no person, whether working directly or indirectly is to be subjected to debt bondage, restriction of freedom of movement nor the confiscation of personal papers.
- Publish a Modern Slavery Statement through our corporate website.
- Ensure that working hours comply with the law and industry standards.
- Not use child labour and will comply with all relevant laws in this regard.
- Provide employment terms and conditions by contractual arrangement in line with recognised employment law and practice.
- Endeavor to pay monies owed to which ever stakeholder in a timely fashion in line with contractual arrangements and expected business norms.
- Provide fair remuneration with wages and benefits which meet as a minimum national, professional and job role standards.
- Respect freedom of association recognising that people have the right to form and join organisations of their own choosing.
- Actively seek the views of our people through employee engagement mechanisms including at least one annual and anonymous survey.
- Invest and promote training and development for our people.
- Be advocates for education, training and development, through the provision of open access resources where possible, and through our community programme 'Helping for your Tomorrow'.
- Not tolerate or participate in bribery and corruption.
- Support and enable grievance reporting and remediation in the instance of a potential or actual human rights breach where we have accountability and in respect of our governance framework.

Responsibilities and Oversight

The Hays PLC Board has a governance role in ensuring that Hays operating in a manner that is consistent with the highest standards of Corporate Governance as aligned to our values and in particular 'Doing the right Thing' this is integral in the respect of human rights. The Board undertakes a number of activities in this regard particularly in relation to the monitoring of culture and risk management primarily driven through the Audit Committee.

The Executive Board chaired by the Chief Executive Officer is responsible for the day-to-day management of the Hays business and operations and for monitoring the detailed performance of all aspects of our business. In this regard this Policy is led by our CEO with full support from the Hays Management Board, the Group's most senior executive body.

Date: 15th November 2023

Approved by: Hays PLC Board