	<b>Title</b> SC-001838-PO - Human Rights and Working Conditions Policy			
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## Human Rights and Working Conditions Policy

ScioSense fully supports the United Nations Universal Declaration of Human Rights. and commits itself to respect all International Labour Organisation (ILO) core labour standards as set out below.

This policy applies to all ScioSense employees, (temporary) externals, inhouse consultants, all subsidiaries and joint ventures where ScioSense has operational control. The topics below are communicated to all ScioSense employees through various procedures and communication channels.

### 1 Banning child labour and young workers

ScioSense adheres to ILO conventions 138 and 182. In any case, ScioSense applies the age of 18 as the minimum age for employment, except in the framework of internship or vocational training programs organized with schools and training institutes or approved by the competent authority. Special care is taken that these young people, with a minimum age of 15, are fully protected and receive adequate safety training and instructions to guarantee their wellbeing and health.

### 2 Ensuring fair wages and benefits

It is recognised and agreed that all ScioSense employees are entitled to appropriate remuneration (ILO Convention No. 100). Remuneration and all other benefits are based on the principle of fairness and comply with individual local legal standards or the standards of national branches or company collective labour agreements, whichever is higher and/or applicable.

### 3 Working times and paid vacation

ScioSense ensures compliance with local regulations and agreements on working hours and (regular paid) holidays.

### 4 Training and development

ScioSense aims to promote the economic well-being of the enterprise and the long-term employment and personal development of all staff through training and other development measures within fairness and to the level required. Direct managers together with the Human Resources Department determine development requirements. Each employee is expected and encouraged to take ownership and responsibility for their personal development in relation to the required job skills. Training and career planning is monitored on a regular basis using the instrument of employee appraisals.


### 5 Modern Slavery

ScioSense does not tolerate any form of forced labour, including debt bondage, indentured labour or involuntary prison, nor any involvement in human trafficking in its business activities. This includes transporting, harbouring, recruiting, transferring or receiving persons by means of threat, force, coercion, abduction or fraud for labour or services. ScioSense will work with suppliers to eradicate modern slavery, forced labour and human trafficking in its supply chain.

### 6 Ethical Recruiting

ScioSense supports ethical recruitment i.e. ensuring that employees are hired legally and in a fair and transparent manner that respects and protects their rights. Our core principles are:

1. Assessing candidates without discrimination.
2. Making the recruitment process timely and at a steady pace.
3. Communicating professionally and sincerely with candidates.
4. Informing applicants of their candidature for the position whenever and wherever possible.

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## 7 Freedom of association and collective bargaining

In accordance with ILO conventions 87 and 98, ScioSense recognizes and respects the freedom of its employees to form or join a worker's organisation of their own choice (including trade unions) without ScioSense's prior consent.

An employee's employment is not conditional on whether or not he/she joins or is forced to renounce membership of a trade union. Furthermore, union membership will not constitute grounds for dismissal of - or otherwise disadvantage to - an employee. ScioSense will not interfere with or fund labour organisations or take other actions with the intention of bringing such organisations under its control.

ScioSense subscribes to the principles of ILO Convention 135 and Recommendation 143 and recognizes the right of its employees to be represented by trade unions and other workers' organizations in order to collectively negotiate terms and conditions of employment.

ScioSense and the respective workers' organizations will cooperate constructively in a spirit of good faith. Even in case of disputes, the aim will always be to maintain a viable long-term cooperation. This includes mutual compliance with agreed commitments.

## 8 Non-discrimination and harassment

In accordance with ILO Conventions 100 and 111, ScioSense is committed to an inclusive work culture and appreciates and recognises that all people are unique and valuable and should be respected for their individual abilities. ScioSense does not accept any form of harassment or discrimination on the basis of gender, religion, race, national or ethnic origin, cultural background, social group, disability, sexual orientation, marital status, age or political opinion.

ScioSense will provide equal employment opportunities and treat all employees fairly. ScioSense's employees and business units will only use merit, qualifications and other professional criteria as a basis for employee-related decisions at ScioSense, regarding, for example, recruitment, training, compensation and promotion.

In countries applying "affirmative action" programmes or quotas for certain minority groups, ScioSense will follow the country's legislation.

## 9 Women's rights


ScioSense supports women's rights and their ability to balance work and family life. That is why we offer flexible working arrangements, such as remote working and/or flexible schedules, to meet employees' needs.

All employees, regardless of gender, are entitled to a work environment that is free from harassment, intimidation and violence. The company will take prompt and effective action to prevent and address any reported incidents of harassment or discrimination.

## 10 Diversity, Equity and Inclusion

ScioSense values diversity, equity and inclusion as key drivers of our success and as fundamental principles of our culture. We believe that a diverse and inclusive workplace leads to a more innovative and productive environment, where all employees can bring their unique perspectives and experiences to the table.

We support and celebrate the diverse backgrounds, experiences, and perspectives of our employees. In doing so we promote a workplace culture where all employees can thrive and reach their full potential.

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## 11 Rights of Minorities and Indigenous Peoples

ScioSense respects the cultural heritage and traditions of our employees and strives to create a workplace that is inclusive and supports diverse backgrounds and perspectives. This policy applies to all employees, contractors and other individuals associated with our company. The company will take necessary steps to ensure that this policy is communicated to all employees and other relevant stakeholders.

## 12 Land, Forest and Water Rights and Forced Eviction

ScioSense recognizes the importance of respecting land, forest and water rights, as well as the rights of local communities and indigenous peoples. We are committed to promoting sustainable development and preserving the rights of local communities and indigenous peoples to their lands, forests and water resources.

ScioSense also prohibits any forced eviction of communities or indigenous peoples from their lands, forests or water resources. This includes evictions for the purposes of development projects, resource extraction or other activities.

## 13 Use of Private or Public Security Forces

ScioSense recognizes the importance of maintaining the safety and security of our employees, facilities and operations. As such, we operate in areas that do not necessitate any use of private or public security forces.

## 14 Applicable documents

Document ID	Document Title
SC-001843-PO	Code of Conduct
SC-001840-PO	Environment, Health & Safety Policy
SC-001839-PO	Business Ethics Policy
SC-001841-PO	Responsible Supply chain management Policy
SC-001280-PO	Communication and mobile device Policy
SC-001682-PO	General IT policy for the use of IT facilities
SC-000366-QM	Vision, quality and CSR policy

## 15 List of abbreviations

Abbreviation	Explanation
ILO	International Labor Organisation