

Our Human RESOURCES CHARTER



As a major player in the **fashion, automotive and furniture markets**, Lectra contributes to the Industry 4.0 revolution with boldness and passion by providing best-in-class technologies.

The Group offers industrial intelligence solutions - software, equipment, data and services - that **facilitate the digital transformation of the companies it serves**. In doing so, Lectra helps its customers push boundaries and unlock their potential.

The Group is proud to state that its **3,000 employees** are driven by three core values: **being open-minded thinkers, trusted partners and passionate innovators**.

Founded in 1973, Lectra reported revenues of 522 million euros in 2022. The company is listed on Euronext Paris.

OBJECTIVES

This charter establishes the general principles underpinning the Group's human resources policy. It applies to all companies within the Group and guarantees fair treatment for all employees.

The charter sets out Lectra's values and commitments, aimed at **retaining talent, developing the company's attractiveness, and creating a company culture of respect for differences and diversity, openness to experimentation, work-life balance, and strict business ethics**.

It also brings the company into line with:

- the Universal Declaration of Human Rights;
- the UN Convention on the Rights of the Child;
- the guidelines of the OECD, of which France, among other countries, is a member;
- the Ten Principles of the UN Global Compact;
- the administrative, social and fiscal obligations of the countries where the Group is established.

And more specifically, **LECTRA has committed to apply and respect the provisions in the fundamental conventions of the International Labour Organization (ILO)**, namely:

- The effective abolition of child labor;
- The elimination of all forms of forced or compulsory labor;
- A safe and healthy working environment;
- The elimination of discrimination in respect of employment and occupation;
- Freedom of association and the effective recognition of the right to collective bargaining.

Each country's level of development and capacity to progress in human resources management is also taken into account. **Because Lectra operates globally, local laws and practices must also be respected.**



Strict business ethics | Respect for human rights

The Group firmly believes in providing a **secure business ethics framework for all Lectra employees**.

The Group has always been strict about business ethics and has never been the subject of any complaint in this area. A **robust anti-corruption system** based on a **code of conduct**, an **internal whistleblowing process** and an **annual training program for our teams**, has been in place since 2018.

More broadly, Lectra's commitment to the **UN Global Compact** and its **Ten Principles** ensures its ethics are respectful of human rights.

Environment | working conditions | health and safety

Lectra invests in optimal working conditions so its employees have a **high quality working environment** conducive to **collaboration, well-being and performance**.

Health and safety is also a core concern of the company, with **particular attention given to the Group's industrial sites**.



FUNDAMENTALS



Work | life balance

Particular care is taken to ensure Lectra's **employees enjoy a good work-life balance**.

A number of initiatives are in place to achieve this:

A **"right to disconnect" agreement signed in France** and currently being rolled out to the entire Group in the form of a charter;

A **hybrid (remote) working policy**, which is also being deployed worldwide. Inspired by the agreement signed in France, this will be adapted to working conditions and the labor market in other regions. This contributes very directly to the achievement of a good work-life balance for employees by allowing **flexible working arrangements**.

An annual **engagement survey, Your Voice**, to identify areas for improvement and develop tangible solutions for achieving **this balance, which contributes directly to team performance and engagement**.

Diversity | equal opportunities and inclusion

As a transnational group with a presence in **100 countries**, Lectra has **employees of more than 60 nationalities who work together every day within globalized organizations**. This fact promotes diversity as one of the Group's strengths, and any discrimination, particularly based on age, gender, disability, religion, ethnic origin or any other criterion, is prohibited.

Gender equality at work forms an integral part of Lectra's workplace policies. The Group works formally and visibly to promote gender equality in the workplace by valuing all components of its human capital. **Difference and diversity are recognized as opportunities for sustainable growth and performance**.



INITIATIVES FOR CHANGE

Developing talent in the long term

Lectra is active in its markets as a partner with expertise in its customers' business sectors. Its success therefore depends to a large extent on **its customers' experience of working with the Group's teams.**

The **expertise of Lectra's employees** and its management team requires not only a detailed knowledge of the relevant markets but also **complete command of Lectra's offers and technologies.**

Developing team performance and skills, valuing long-term career development, and retaining talent are therefore essential in a high-tech environment.

Lectra achieves these through induction, training and support programs run by several dedicated teams: **Sales Effectiveness for sales; Customer Success Enablement for customer support, and the Human Resources team across the board.**

Two key processes are deployed globally for talent detection and evaluation:

Talent Reviews to anticipate Lectra's organizational needs and respond to them, taking into account individual employees' wishes, and thus to identify and provide development opportunities;

Annual Performance Reviews which, in addition to the monitoring and development of employees' operational skills, also give employees the opportunity to say how they would like their careers to develop, and enable them to work with the company on a career development plan.

Lectra offers many personal development opportunities, enabling its employees to manage their own development plans with the company's support.

Offering an employee experience that fosters commitment

Cultivating commitment contributes to staff retention, which particularly benefits customers.

The fundamentals described at the beginning of this document help to promote commitment by establishing a favorable working environment, but Lectra has supplemented them with three structural initiatives involving all teams;

*Commitment to the company means **working in an open, trusting environment***

Teams work together to create an environment that encourages and develops a culture of performance, listening and dialog. **To support this culture, a unique reference, The Lectra Way**, is deployed globally: it describes Lectra's values and the behavior expected of Lectra's management and its teams.

The Lectra Way forms the basis of all the human resources processes that punctuate the lives of our employees (hiring, appraisal, skills development and career development...)

*Commitment to the company means **understanding its strategy and supporting it***

Throughout the year Lectra organizes discussions between the Executive Committee members and all employees. These sessions (Town Hall Meetings), held digitally, provide an opportunity to communicate about its strategy, results, acquisitions, etc. and always include a Q&A session allowing live discussions to take place.

*Commitment to the company means **playing an active part in its development***

Lectra is constantly changing and now involves its employees in these changes.

The **Your Voice** annual satisfaction survey is a way of precisely measuring areas in which progress is expected. Action plans co-created with teams help the company's culture and practices to evolve in a participatory, iterative process of continuous improvement.

