



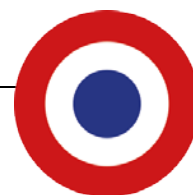
GROUPE MARCK

COP 2017

GLOBAL COMPACT



CONTENTS



EDITORIALP. 3

GROUPE MARCK PRESENTATIONP. 4

REMINDER OF THE 10 GLOBAL COMPACT PRINCIPLES.....P. 5

HUMAN RIGHTS
LABOUR
ENVIRONMENT
ANTI-CORRUPTION

2017 REPORT: ACTION PLANP. 6

LABOUR

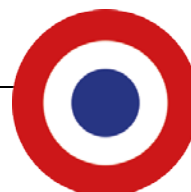
COMMITMENT 1: FOSTER THE SUSTAINABLE INTEGRATION OF YOUNG PEOPLEP. 7
COMMITMENT 2: KEEP SENIORS IN EMPLOYMENTP. 11
COMMITMENT 3: PASS ON OUR KNOWLEDGE AND SKILLSP. 14

ANTI-CORRUPTION

COMMITMENT 1: ANTI-CORRUPTION PROGRAMMEP. 17
COMMITMENT 2: COMMUNICATION, TRAINING AND MONITORING FOR THE PROGRAMMEP. 18

2018 DEVELOPMENT AREAS P. 19

APPENDICES P. 21



Over 150 years of history is considerable...

Groupe Marck is the story of men and women who are passionate about their industry and who, over the generations, have been able to innovate while passing on an expertise that is today recognised as exceptional.

Because we would not have been around for over a century without innovating!

Today, as yesterday, it is the will shared by all the teams to listen and change, to evolve by making new commitments that allow us to progress.

In keeping with our values and particularly our respect for our employees, partners, customers and the regions with which we work, we naturally applied to join the Global Compact in August 2016.

This request, which was accepted by the United Nations, was also a continuation of a "Compliance and Ethics" process started by the Group in 2015.

We invite you to discover our first practical actions developed in 2016-2017, and our ambition to continue our commitment to the Global Compact.

Philippe BELIN

Chairman

Laurent MARCK

CEO



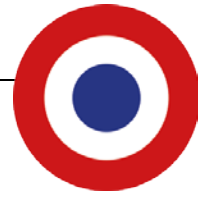
GROUPE MARCK



Groupe Marck is a **French manufacturing group** that designs and sells uniform, equipment and service solutions to **private companies** and **public authorities** in France and worldwide. It offers a comprehensive service that meets the requirements of a demanding and prestigious international clientele.

Over its 150-year history, the Group has acquired and developed its expertise in technical textiles, combining flexible surfaces and selling associated services up to and including full outsourcing of the clothing function.

REMINDER OF THE 10 GLOBAL COMPACT PRINCIPLES



HUMAN RIGHTS

PRINCIPLE 1: Businesses should support and respect the protection of internationally proclaimed human rights;

PRINCIPLE 2: Businesses should make sure that they are not complicit in human rights abuses;



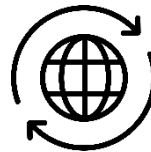
LABOUR

PRINCIPLE 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

PRINCIPLE 4: Businesses should contribute to the elimination of all forms of forced and compulsory labour;

PRINCIPLE 5: Businesses should contribute to the effective abolition of child labour;

PRINCIPLE 6: Businesses should contribute to the elimination of discrimination in respect of employment and occupation; **(see p. 7)**



ENVIRONMENT

PRINCIPLE 7: Businesses should support a precautionary approach to environmental challenges;

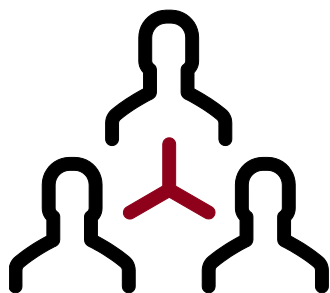
PRINCIPLE 8: Businesses should undertake initiatives to promote greater environmental responsibility;

PRINCIPLE 9: Businesses should encourage the development and diffusion of environmentally friendly technologies;



ANTI-CORRUPTION

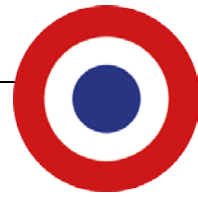
PRINCIPLE 10: Businesses should work against corruption in all its forms, including extortion and bribery. **(see p. 16)**



2017 REPORT / Action plan

LABOUR

COMMITMENT 1 FOSTER THE SUSTAINABLE INTEGRATION OF YOUNG PEOPLE*



1. RECRUIT YOUNG PEOPLE ON PERMANENT CONTRACTS

OBJECTIVE

Increase diversity within the Group particularly in production positions.

METHODS

- > Retain a hiring ratio of 11% of young people on permanent contracts
- > Introduce the Group and its expertise in schools

FOCUS ON THE 2nd CHANCE SCHOOLS

The objective of the 2nd Chance School is to combat early school leaving and support unskilled young people without qualifications. Groupe Marck is a partner of the school and implements various initiatives throughout the year:

- Taking on interns
- Initiatives in the school
- Simulation job interviews



Our partnership with Groupe Marck has helped to establish the essential link between our vocational students and the company. Thus, through the HRD's initiatives, they discover the company, its codes and jobs, discuss corporate interpersonal skills, the different recruitment stages and qualities appreciated by a recruiter.

Explained by a professional, these issues influence the students and help them to be better prepared for employment.

The company also welcomes young people on internships, allowing them to compare their planned career path with reality, a key stage in defining a career plan.

These types of partnership give meaning to our organisation with the aim of being a stepping stone to employment.

**Marine B. – Business Relations
Trainer at the Second Chance School
in Val d'Oise**



INCREASE DIVERSITY
IN THE AGE PYRAMID

IN 2018

11%

YOUNG PEOPLE ON
PERMANENT
CONTRACTS

2. INTEGRATION, TRAINING AND SUPPORT

OBJECTIVE

Standardise the integration schemes within each subsidiary.

METHODS

- > The administrative reception
- > A welcome for every new employee
- > Induction
- > Organisation chart on the intranet



3. PROFESSIONAL DEVELOPMENT

OBJECTIVE

Support employees with internal and external training which can range from simply a change in classification to a change in profession.

METHODS

- > Training plan
- > Coaching
- > Support of local HR services and managers

“

Since I started at Groupe Marck in December 2002 as a Receptionist, over the years I have been able to develop my career by becoming a Marketing and Communication Assistant then Communication Officer.

Groupe Marck offers real career development opportunities through training, internal mobility or even geographic mobility.

Séverine C. – Communication Officer

“

As part of my university course, I joined the External Relations Department of Groupe Marck for a professional internship. I was quickly put in contact with all employees. The issues were clearly presented to me in so that they become mine. Support and training were the 2 areas that influenced my experience at Marck, where I also found receptive listeners to help me to pursue my planned professional career.

This period was therefore doubly beneficial for me. I completed my studies with a professional experience that was strong enough to allow me to take a calm look at the next stage in my career.

Gaëtan E. – External Relations Intern

4. WORK STUDY COURSES, INTERNSHIPS AND RECEPTION ARRANGEMENTS

OBJECTIVES

- Continue to develop the use of work-study contracts
- Continue to develop the use of interns

METHODS

- Opt for professionalisation contracts
- Specific inductions
- Support local HR departments and managers

FOCUS **RECRUITMENT**
AT HEAD OFFICE

+30%

FROM JULY 2015
TO JULY 2017



5. TOOLS FOR REMOVING BARRIERS TO EMPLOYMENT

OBJECTIVE

Facilitate access to employment

METHODS

- > Signature of the youth membership charter with APEC
- > Partnership with the Second Chance School
- > Participation in recruitment forums



Sustainably integrating young people within a group like ours means educating and mobilising all employees, regardless of their position in the company or in relation to our young recruits. This means that everyone is aware of what the other can bring. We are truly in a win-win relationship.

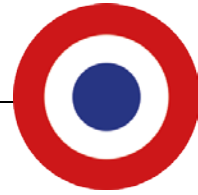
Valérie R. – HRD

🔍 FOCUS ON THE WORK-STUDY FESTIVAL

Groupe Marck took part in the Work-Study Festival (Fête de l'Alternance) at the Parc Floral in Paris. Our search focused on 4 positions: 1 HR Assistant, 1 Sales Assistant, 1 Tender Assistant, 1 Financial Controller (M/F).

- 85 people received
- 11 CVs preselected
- 6 HR and/or manager interviews
- 2 candidates selected, followed by 2 new starters (1 HR Assistant, 1 Sales Assistant)

COMMITMENT 2 KEEP SENIORS IN EMPLOYMENT*



1. KEEP SENIORS IN EMPLOYMENT

OBJECTIVE

> Ensure that the principle of non-age discrimination is incorporated into all management actions.

METHODS

> Retain a ratio of 23% of the number of seniors on permanent contracts at 31/12/2018

RATIO OF

23%

SENIORS ON
PERMANENT
CONTRACTS

2. HIRE SENIORS

OBJECTIVE

> Ensure that the principle of non-age discrimination is incorporated into the recruitment process.

METHODS

> Recruit an average of up to 10% of employees aged over 50 for permanent positions over 3 years.

**AGED
OVER 50
10%**

RECRUITMENT
FOR PERMANENT
POSITIONS

3. DEVELOP SKILLS AND QUALIFICATIONS AND ACCESS TO TRAINING

OBJECTIVE

> Promote access to training for seniors.

METHODS

> By the end of 2018, increase the number of employees aged 55 and over and following a training course from 8% to 10%.

> Accept all skills assessments requested by employees aged 55 and over.

> Develop access to the Group intranet (CEZAM) for production personnel.



ACCESS TO DIGITAL

80%

VIA THE
INTRANET

4. IMPROVE WORKING CONDITIONS AND PREVENT ARDUOUS WORK

OBJECTIVE

> Improve working conditions and prevent situations of arduous work

METHODS

- > Hire a part-time nurse on the Balsan Calais site.
- > Work on the ergonomics of production workstations with the support of external organisations.
- > Improve the monitoring and analysis tools for sick leave and workplace accidents.
- > Train employees working in production, logistics and maintenance in the correct movements and postures to adopt.

TRAINING
OFFERED TO

80%

OF EMPLOYEES
CONCERNED

“

Occupational diseases, particularly those related to MSD (musculoskeletal disorders) are managed by the company, in terms of both prevention and cure.

Health is the company's future.

Dominique D. – Balsan Calais Nurse

🔍 FOCUS ON PREVENTION ON PRODUCTION SITES

Launch of a working group on production sites to reduce workplace absenteeism.



You can't pass on 40 years of experience in 2 years. Groupe Marck management was aware of this and its open-minded approach allowed Human Resources to offer me a new, specific employment contract, suited to each party's needs and wishes. Thus a new partnership was born within the framework of a combined work-retirement scheme, a picture of support for seniors and sustainable knowledge transfer. I am delighted with this and I can continue to contribute to the group's development.

François J. – Technical Production Advisor

5. TRANSITION BETWEEN WORK AND RETIREMENT

OBJECTIVE

> Support retirement

METHODS

- > Pay particular attention to the analysis of professional interviews for seniors aged 55 and over.
- > Organise group retirement information sessions with the CARSAT.
- > Individual retirement assessment appointment with the site's CARSAT.

🔍 FOCUS ON THE WORK-RETIREMENT SCHEME

How does it work?

This is a national scheme permitting any employee to continue working after claiming payment of their pension entitlement. They can do so on a permanent or fixed term contract and full or part time. The only condition is that they claim their entire pension entitlement.

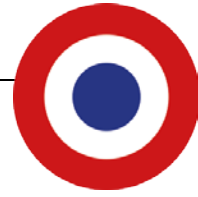
Benefit for the employee:

Receives additional pay and continues a professional career while receiving their pension.

Benefit for the employer:

- Benefits from an employee's skills, while waiting to replace them.
- Can ask an experienced employee to train a new employee.

COMMITMENT 3 PASS ON OUR KNOWLEDGE AND SKILLS



1. IDENTIFY KEY SKILLS AND EXPERTISE

OBJECTIVE

> Ensure the continuation of our expertise and our heritage

METHODS

- > Identification of key skills by HR
- > Creation of a Heritage Project Manager
- > Set up a skills matrix in Production



Being willing to listen to requirements and like sharing his knowledge because we can't be successful on our own.

Charline F. – Production Manager – Balsan Calais

🔍 FOCUS ON THE SKILLS MATRIX

How does it work?

The skills matrix was created to recognise the skills of our production employees. This is a table which, alongside the collective agreement, is used to recognise each employee (in production) depending on their ability to perform several tasks.

Benefit for the employee:

The more multi-skilled an employee, the more they are paid. This is a motivating table which enables employees, who are often poorly qualified or low-skilled, to see progression and therefore a professional future with us.

Benefit for the employer:

Having multi-skilled employees allows the employer to manage absenteeism and knowledge transfer. It is also a lever for social motivation that enables us to position ourselves with regards other local employers. It is a way of showcasing our employer brand.



2. TRANSFER KEY SKILLS

OBJECTIVE

> Preserve the group's unique expertise which is no longer taught today.

METHODS

> On a voluntary basis, the option to become a tutor when the person has specific expertise

> Taken into account in the employee's tasks

> Supported by mentoring courses set up by the OPCA and particularly the accredited "Expertise" course created by OPCALIA-TMC.

🔍 FOCUS ON THE OPCALIA ACCREDITED COURSES

The accredited "Expertise" course is a training course with 2 stand-alone but complementary training modules each lasting 6 days: the "Safeguard expertise" module and the "Expertise transfer" module.

Accredited Courses satisfy a specification drafted and validated by the industry-wide CPNE, so as to guarantee:

- the quality of the courses, regardless of the delivering organisation,
- training is recorded in the construction of an intern's individual career plan,
- the involvement and recognition of the industries.

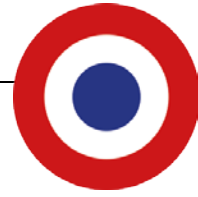


2017 REPORT / Action plan

ANTI-CORRUPTION

COMMITMENT 1 PROGRAMME

ANTI-CORRUPTION



FINALISATION OF THE ANTI-CORRUPTION PROGRAMME

OBJECTIVES

> Further develop the programme deployed in 2016 and ensure that it complies with the Sapin 2 Law no. 2016-1691 of 9 December 2016.

METHODS

- > Appoint a Compliance Officer
- > External audit commissioned after one year
- > Write a second version of the Code of Ethics and Business Conduct in order to include the recommendations from the 2016 audit
- > Write procedures about the investigations conducted following an alert
- > Write an additional Guide on combating facilitating payments.

Groupe Marck has introduced a set of rules and procedures to ensure compliance with the applicable standards. The values and ethics of its directors have encouraged the involvement of all employees.

Frédéric P. – Compliance Officer



COMMITMENT 2 COMMUNICATION, TRAINING AND MONITORING FOR THE PROGRAMME



OBJECTIVE

> Inform and educate employees.

METHODS

> Training of 93 employees in positions selected in order of priority with regard to our risk assessment.

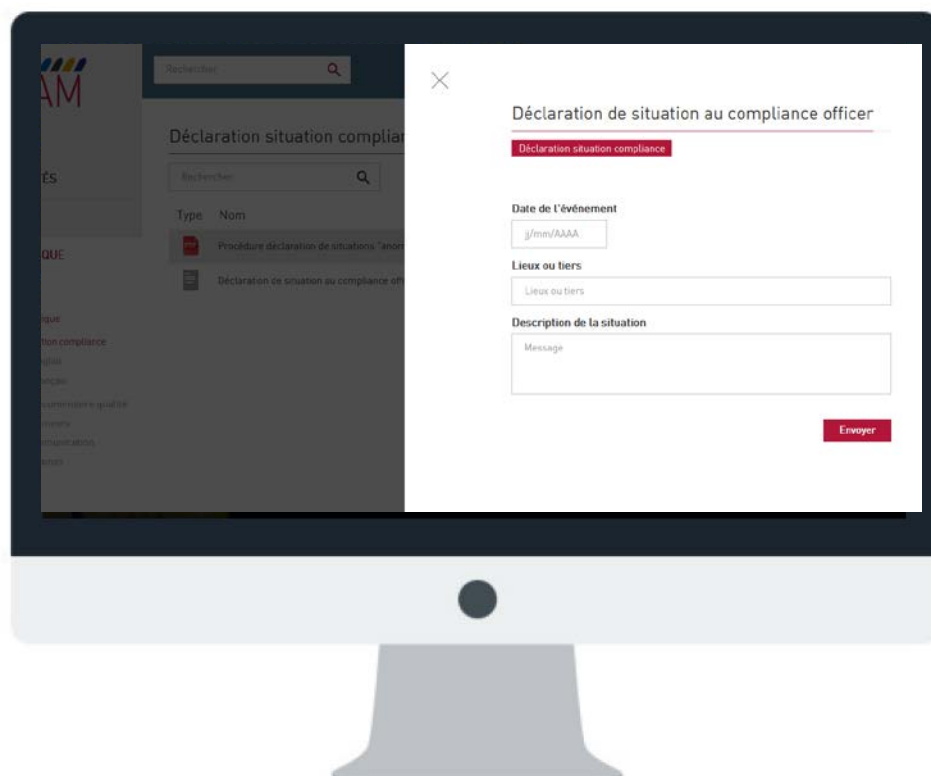
> Establishment of a professional alert system: employees have access to reporting channels which can be anonymous or not. In 2016, there were three alerts giving rise to investigations that did not show any irregularities.



IN 2017

93

PEOPLE TRAINED





2018 DEVELOPMENT AREAS



OUR EFFORTS IN 2017 FORM THE BASIS FOR THE PRIORITY ACTIONS THAT WE WANT TO STRENGTHEN IN 2018

PARTICULARLY BY IMPROVING **INTEGRATION AND DIVERSITY** IN OUR GROUP:

- > Develop our presence on social networks in terms of our digital strategy
- > Create a welcome booklet for the Group and sites

WE WILL ALSO FOCUS ON **EMPLOYEE SAFETY**:

With the creation of a Safety-Security Coordinator and the creation of a working group to look at issues related to the safety and security of people and goods.

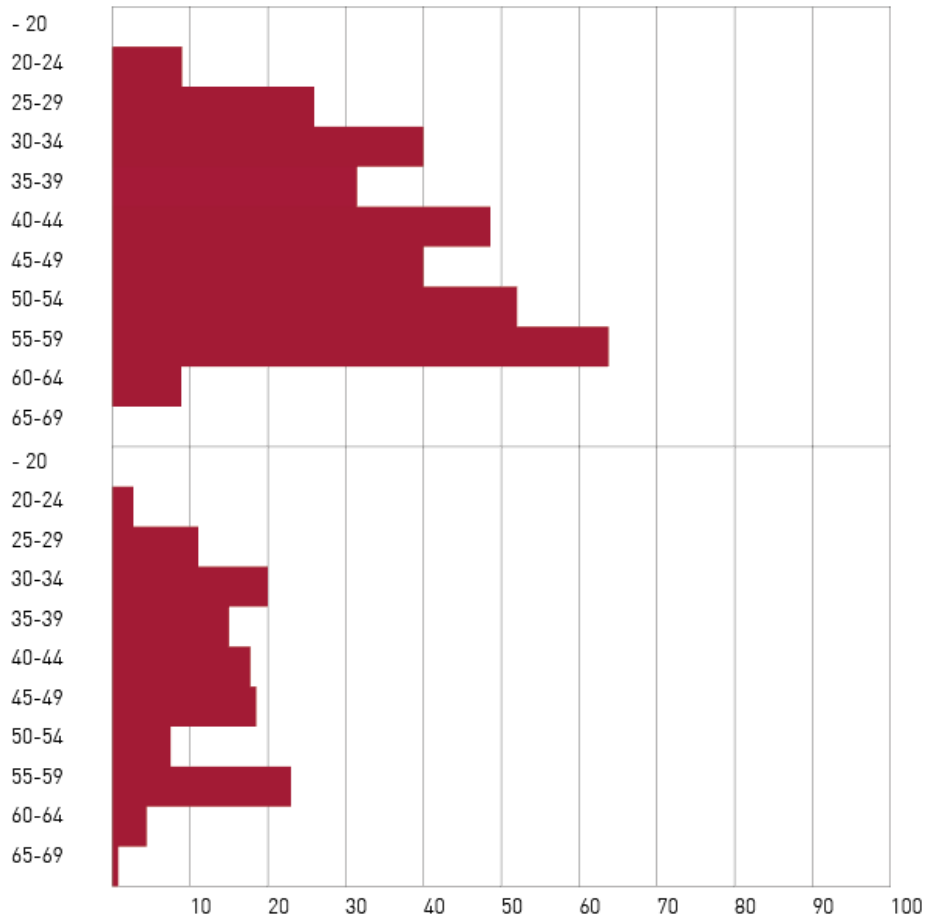
WE ARE ALSO COMMITTED TO WORKING ON 1 NEW AREA: THE ENVIRONMENT, by establishing a global reflection on our social, environmental and economic actions and the launch of a group CSR project.



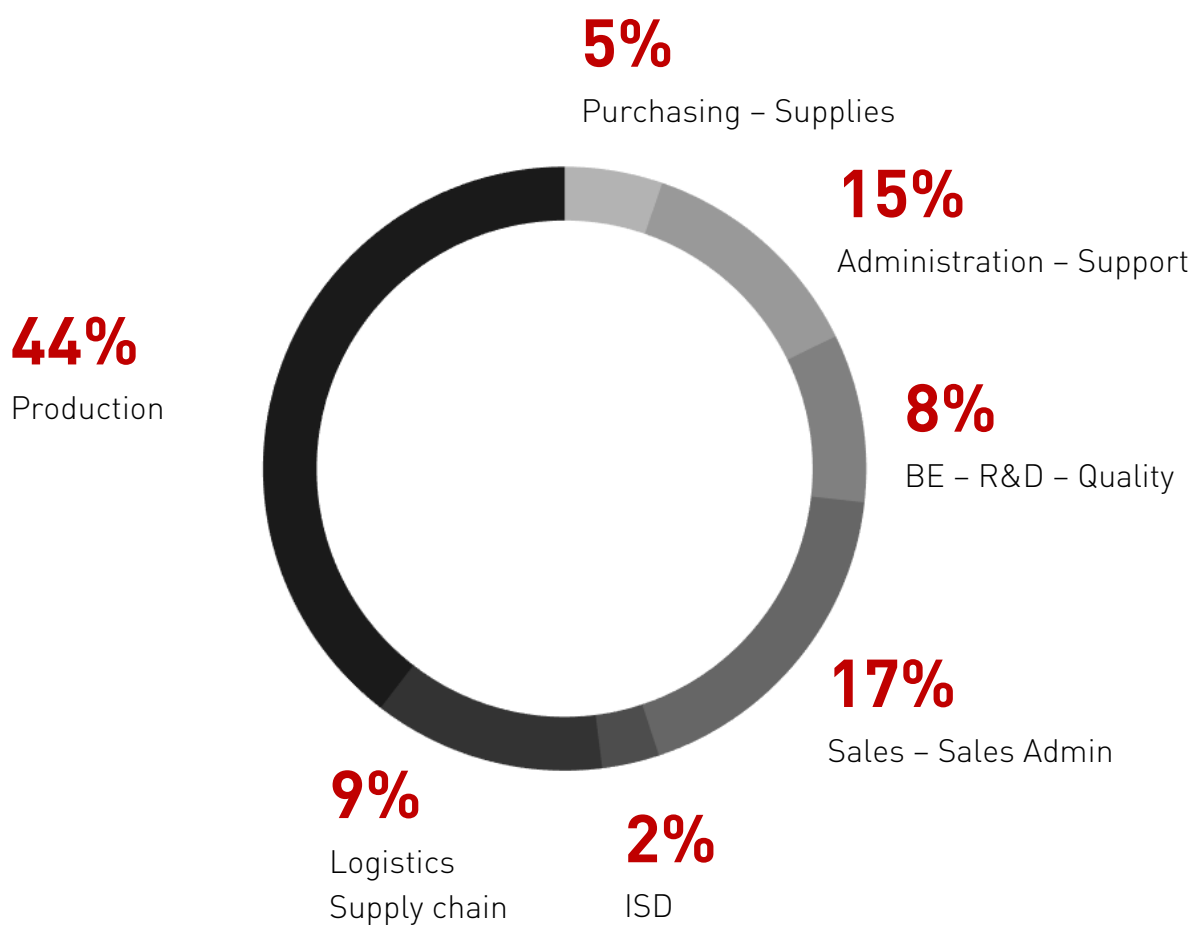


APPENDICES

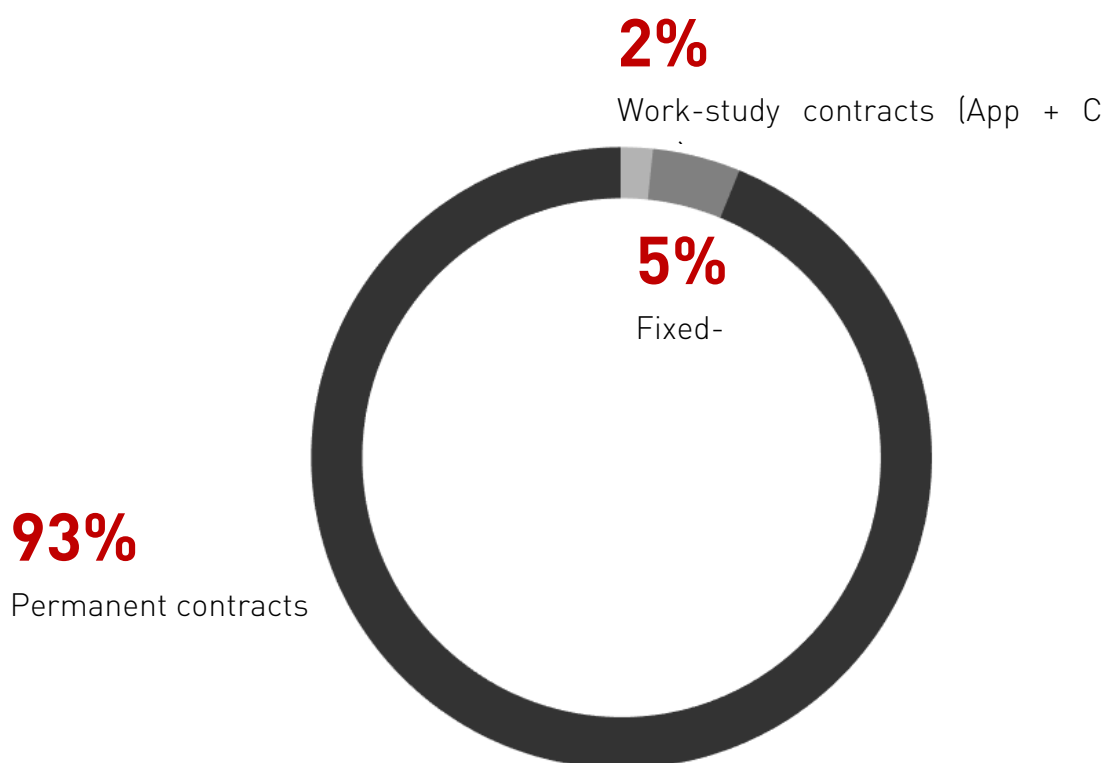
AGE PYRAMID



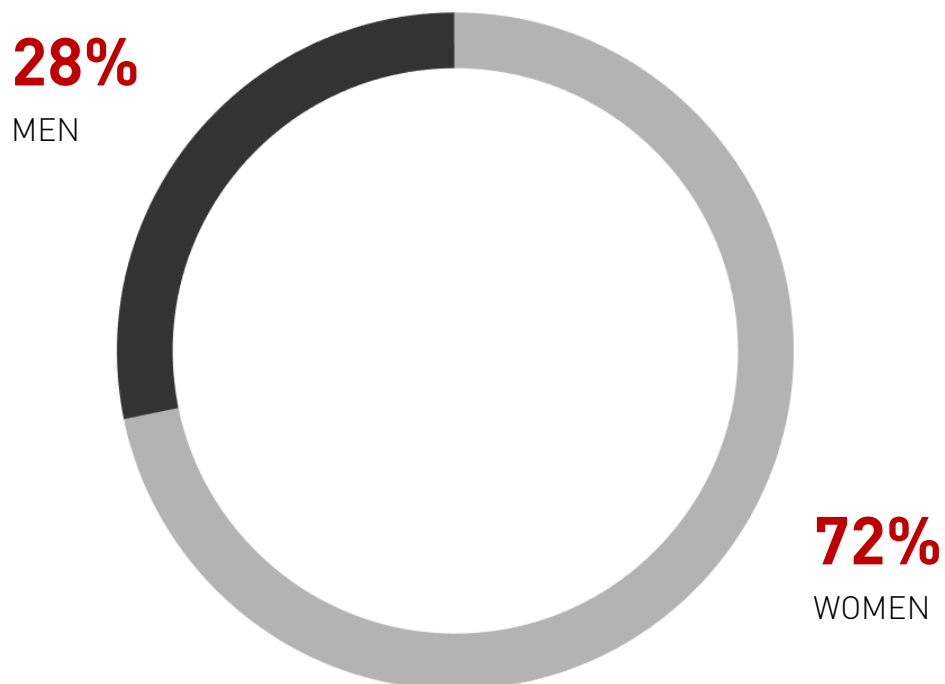
STAFF BREAKDOWN AT 31/12/16



BREAKDOWN BY CONTRACT TYPE AT 31/12/2016



STAFF BREAKDOWN BY GENDER AT 31/12/2016



STAFF BREAKDOWN

ILE-DE-FRANCE / PROVINCE AT 31/12/16

