

Aperam Compensation and Benefits Charter

Approved by Aperam's Disclosure Committee on 2024/10/08

Note: This policy is released in English. In case of divergence between the English version and other translated versions, the English version will prevail.

Scope: All Aperam employees

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References

► [United Nations Universal Declaration of Human Rights \(Article 23\)](#)

For more, see
[Aperam policies](#)

► [Human Rights Policy](#)

► [Code of Conduct](#)

► [Gender Diversity Policy](#)



I- Objectives and directions

The purpose of this Charter is to establish guidelines to ensure fairness related to compensation & benefits within our organization in alignment with local regulations and industry standards.

By adhering to the principles outlined in this Charter, we aim to create a consistent Compensation and Benefits' approach that reflects our dedication to maintaining a balanced and compliant compensation structure that supports the overall success and sustainability of our organization.

II- Principles

Alignment with Aperam's ethical guidelines

As part of Aperam's Code of Conduct, our Compensation & Benefits processes are designed to be in line with our ethical values and policies, which demand respect for all Human rights (including non-discrimination) and fairness.

Equal Remuneration

This Charter adheres to the principle of "equal pay for equivalent work according to local market practice," ensuring that all employees are compensated fairly in accordance with their skills, experience, and the demands of their roles. This approach supports our commitment to a balanced and just compensation structure. Regular analyses are performed to ensure that all eventual salary gaps are explainable and address possible bias, such as Gender pay gaps.

III- Financial compensation and benefits elements

The main elements composing our compensation framework are the following:

- **Annual Base Salary:** Annual Guaranteed Pay includes basic salary and other fixed payments
- **Variable Pay** (bonus, profit sharing): Different variable pay schemes apply according to the employee category and local rules. The payout of variable pay is based on company and in some cases individual performance. Variable pay is given in the form of profit sharing, incentives or performance bonus where applicable.
- **Health Care and Employee Insurances:** Where appropriate our organization offers supplementary HealthCare, Disability and Pension schemes in addition to social security schemes in line with local market practice.
- **Additional benefits:** can be proposed and vary according to local practices and regulations. Some examples are meal vouchers or other perks, company car or transport allowances.

IV- Work Life Balance

Maintaining a healthy work-life balance is crucial for the overall well-being of our employees. Recognizing the importance of flexibility in today's fast-paced world, our company offers a variety of benefits designed to support a harmonious balance between work and personal life.

- **Home Office Benefit** : For employees whose roles permit, we allow the option to work from home. Guidelines specifying the frequency and financial conditions of home office are negotiated locally, with a recommended basis of one day a week. This flexibility not only reduces commuting time and related stress but also allows employees to better manage their personal and family responsibilities. By integrating home office days into the work schedule, we aim to foster a more adaptable and supportive work environment that acknowledges the diverse needs of our workforce.
- **Leave of Absence for caregivers** : In addition to our home office benefit, we are committed to support employees through significant life events, such as caregiving responsibilities. Our policy ensures that leave of absence for this reason is handled with utmost care and consideration. On top of that, Aperam will align all sites worldwide with the European directive on carers' leave. All employees are permitted to take up to 5 days per year to provide personal care or support to a relative or a person living in the same household who requires significant care or support due to a serious medical condition. This leave is granted upon submission of a medical document certifying the condition of the person in need of care (unless local regulations are different). Any provisions on remuneration is determined at local level by each entity. The above mentioned rule defines a minimum level as some countries allow for more days (the 5 days are not granted on top of locally agreed Carer Leave's rights).
By prioritising these aspects of work-life balance, we strive to create a supportive and flexible workplace that enhances the quality of life for our employees, both professionally and personally.