



I. THE PUBLICIS WAY TO PROTECT OUR TALENT AND OUR ENVIRONMENT

5. HEALTH, SAFETY & SECURITY

WHY?

The health and safety of our employees is our highest priority. We strive to create and maintain a healthy and safe work environment for our people, who are our most valuable asset.

FOR WHOM?

All Business Units as well as all Publicis Groupe employees.

WHAT?

- **Responsibility:** It is the responsibility of all Publicis Groupe employees to follow applicable health, safety and security rules and procedures, to report any hazardous or dangerous working conditions which they observe, and to help maintain a healthy and safe environment in which to work.
- Publicis Groupe Business Units comply with OHS (Occupational Health & Safety) international standards and regulations, local laws, voluntary programs, and/or collective agreements relating to OHS that apply to businesses and locations. It is the responsibility of all employees to be aware of and comply with the local laws that govern your conduct and activities. Violation of applicable laws and procedures may result in disciplinary action, up to and including termination of employment, as well as other individual and corporate penalties and damages.
- Publicis Groupe is committed to continually monitoring its working conditions and to improving the health and safety of its employees through global or local initiatives. Any questions concerning applicable health, safety and security rules should be directed to Human Resources (HR).
- Safety and security require attention from everyone to not engage in unsafe or risky behavior at work and to comply with critical rules such as those restricting tobacco and alcohol use in the workplace. Based on local regulations, emergency procedures must be easy to learn and practice through regular training (e.g. building evacuation and exit, fire drills, earthquake exercises, first aid programs etc.).
- Any work-related illness or injury must be reported to your manager or to HR as soon as possible.
- In general, employees should refrain from coming to the office or attending a work function or event

when they are sick or not feeling well. In such cases, employees should follow applicable rules and procedures for notifying HR and determining when they should return to the office. Employees should use available leave consistent with Business Unit policy and applicable local law, or work remotely if possible. As with any absence from work, employees should report the absence to their manager as soon as possible.

- Employees should also review the Janus HR General Policies and Rules concerning Well-Being and Health, taking into consideration well-being programs implemented by our Business Units to preserve employees' physical and mental health, addressing parental and caregiver leave, and providing guidance concerning situations involving disease or disability in all forms. Local Business Units are expected to adapt according to their specific context to support and improve employees' work performance and quality of life.
- **Emergency:** Publicis Groupe is committed to ensuring the safety and protection of employees and has implemented **LionAlert** - an incidence alert tool to ensure the safety of our employees with immediate alerts to and responses from employees. CTOs are responsible for ensuring that relevant and appropriate action and communication plans take place depending on the nature and severity of the incident. LionAlert is activated according to events and needs identified by local management. Employees are responsible for updating their contact details in the Groupe HRIS (Human Resources Information Systems - Career Settings) to enable immediate alert when needed.
- **Violence:** a specific Janus policy already covers Harassment and Workplace violence. On top of that, agencies are encouraged to put in place specific initiatives proving adequate support to employees who may face domestic violence.
- **Insurance:** medical and life insurance for all employees is part of the local compulsory insurance program.

WHO?

All Publicis Groupe employees must comply with applicable health, safety and security procedures. Country CTOs and HR teams are responsible for compliance with this policy.