



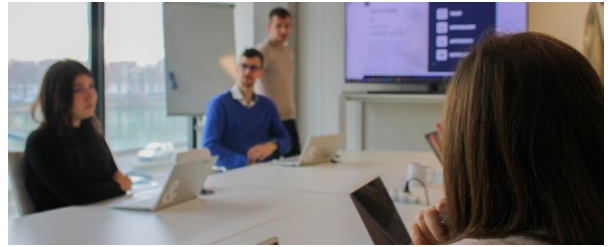
**HUMAN  
ADDED  
VALUE**

**PERFORMANCE  
MATERIALS**

# H R P O L I C Y

# 1 Ambition

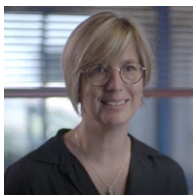
To become a multilocal organization while upholding ADDEV Materials' entrepreneurial spirit and finding the right balance between the company's personal size and its international dimension, while working with high HR standards where teams from all backgrounds enjoy growing and learning while contributing to the Group's success.



# 2 Programs

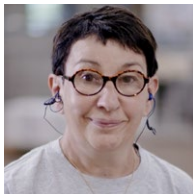
## 1 - ADD'ALL

To become even more inclusive, promoting diversity and dialog, the ADD'ALL Program currently promotes three target populations: women, young people and those who are disabled. The aim is to attract, retain and develop diverse skills by implementing dedicated training programs, identifying skills and mapping out career paths at annual performance appraisals.



*Orianne PONTILLE*  
Director  
Pouilly-sous-Charlieu

«The fact that I am a woman has never hindered me in terms of my career path (...). Credibility and legitimacy are what make the difference in this position.»



*Josiane EPINARD*  
Machine Operator  
Pouilly-sous-Charlieu

«My hours were adjusted (...) No one made me feel as if I were handicapped, and I stayed on to continue my work.»



*Mathieu MASMONT*  
Business development  
Mexico

«ADDEV Materials is a company that offers international career opportunities and supports its employees throughout their journey within it. After a V.I.E. of 2 years in Mexico, ADDEV Materials offers me the opportunity to stay in this country and to continue its business development. It encourages intrapreneurship and gives all its confidence to young talents.»

## 2 - ADD'CARE

Improving quality of life, safety and well-being in the workplace is a standalone program within the Group. To achieve this, QVT standards have been deployed throughout, wherever the company operates and various «leisure» initiatives are rolled out throughout the year.



*Florence GAUFICHON*  
QHSE Manager  
Wittelsheim & Chassieu

«Safety first ! At ADDEV Materials, the health of our employees is an absolute priority. In order to make all our employees responsible, we deploy a daily safety management system on our sites, using visual performance management. Safety is a state of mind, let's talk about it and act together every day.»



*Arthur CARTIER*  
Marketing specialist  
Aerospace & Defense

«I am happy to have been able to participate in the Run in Lyon alongside many other runners from ADDEV Materials. The opportunity, for my first run, to surpass myself and give the best of myself while discovering the city of Lyon in a different way. At the end of the race, a lunch buffet allowed the runners and their families to share a real moment of conviviality. Thank you for this great event!»

# 3 Group policies

## HIRING

We aim to conduct the hiring process with high standards whether internally or externally, by publishing our job offers widely with a strong diversity requirement.



*Mathieu MANTOUT*  
HR Manager, Lyon

«Convinced of the richness that diversity brings, at ADDEV we want to integrate talented people from all backgrounds who share our core values: TEAM. We attach particular importance to the development of our employees and promote our positions internally wherever possible. When necessary, we also call on our recruitment partners, whom we have made sure are aware of our commitment to diversity.»

## SOCIAL & HUMAN RIGHTS

We ensure that human rights and international labor standards are respected on a daily basis. Supervised by the Executive Committee and our Chairman and CEO, our social and human rights policy principles are implemented in the execution of all our activities, without geographical or cultural distinction, as well as in its value chain, with our internal and external stakeholders.

# 4 Values

Adding value forms the cornerstone of the ADDEV Materials ethos and this is even more so the case with its teams. The Group's historical values can be unpacked as follows:

T

TRUST

E

ENTHUSIASM

A

AUTONOMY

M

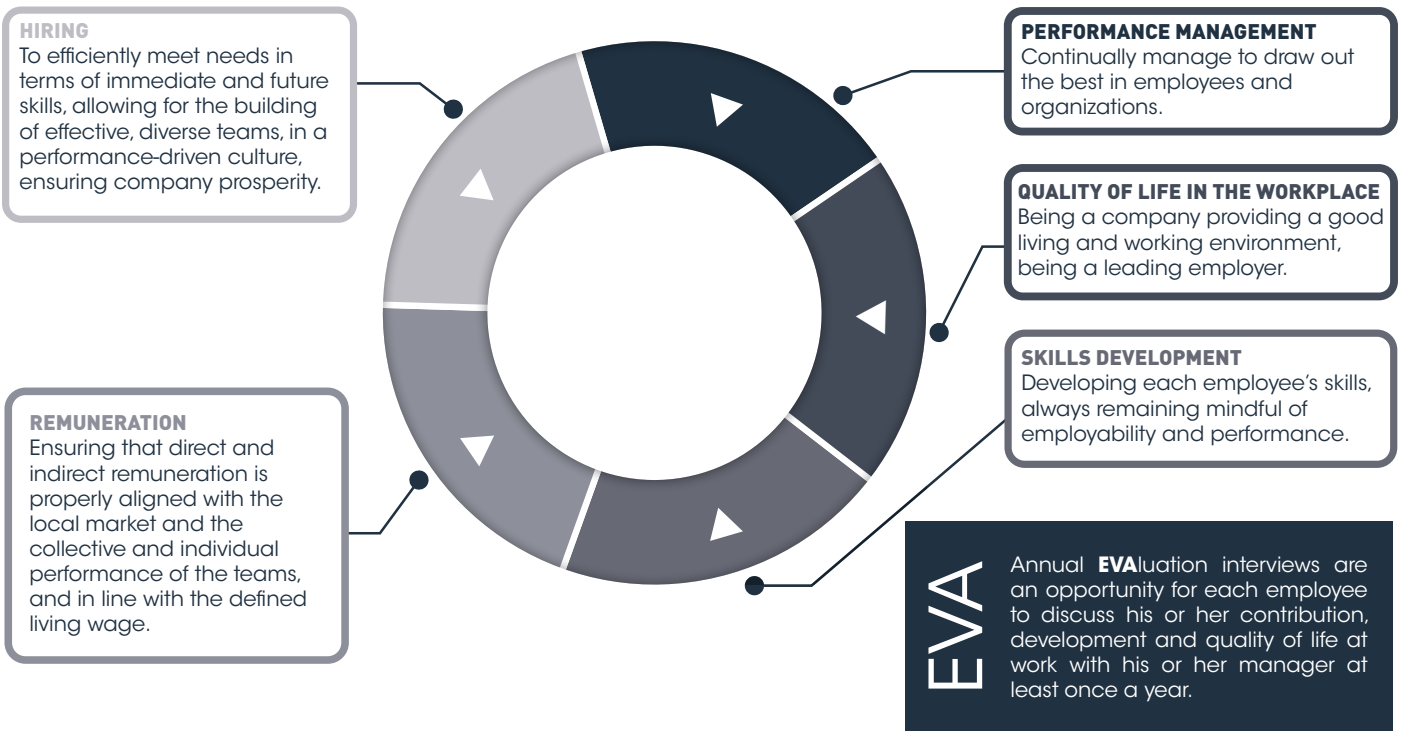
MOTIVATION



Pat WRIGHT  
Key Accounts Manager, Pittsburgh

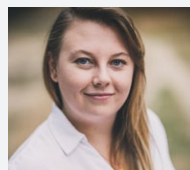
«Enthusiasm comes naturally, and working directly with the client is the only way to sell. If you don't have enthusiasm for your own work, how are clients going to be able to be enthusiastic working with your company?»

# 5 Success factors



## REMOTE WORK

A significant Group policy was deployed from 2020, which allows all eligible employees to work remotely two days per week. Simultaneously, consideration was given to restructuring the work of those staff members who would be unable to work remotely, with the aim of also finding for them a more flexible structure that aligns better with the demands of daily life.



Karolina ZIÓLKOWSKA  
Inside Sales Representative, Poland

«At work at home, I love the fact that I can sleep a little longer and I don't waste time in traffic jams. On the other hand, I have my computer "open" all the time, so I work longer. I can fully focus on professional tasks, I do not have all sorts of «distractions» that normally exists in the office. However, contact with other people is important to me, we build interpersonal relationships and we feel that we belong to a community. It is also crucial to have possibility to discuss face to face some quotes, customers' issues with production people.»

# ADDEV Academy

To support our constantly evolving organization, we are committed to communicate on the fundamentals of management and leadership. ADDEV Academy's mission is to share a common set of skills, embodied with the ADDEV leadership values (co-defined by our teams); Engage, Drive, Empower, and Dare are the 4 pillars. In addition to managerial support, we want to develop our training strategy by focusing on a number of areas;

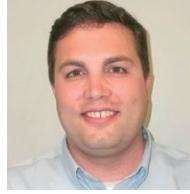
- A culture of prevention and safety at our sites, with a zero accident policy,
- Supporting employees' internal mobility,
- Developing employability (with the acquisition of cross-disciplinary skills such as English, digital, etc.)



*Sandrine BRUNO,  
Sales representative  
Saint-Chamond*

«In order to develop my relational skills with customers and in commercial negotiation, I trained in non-violent communication. This

is a language tool that enables anyone to express their emotions and needs. This powerful tool helps to avoid and resolve conflict situations, to limit objections during negotiations and to make proposals that are in line with the needs of the person you are dealing with. It's also a great way of realising that there are different ways of looking at the same truth. You can't change the other person, but you can change the way you look at them!»



*Matt WEBB,  
General Manager - ANDPAK  
California*

«Leaders at all levels within our organization have a big responsibility to ensure that team members understand their goals, understand how they are performing against their goals,

and are inspired to use their expertise and experience to contribute towards the effort. This is not easy to do! It requires skills that can be learned and must be practiced. Some very useful training for management include Visual Management Tools to be more effective and efficient in communicating goals and performance, Communication skills in order to be empathetic listeners and to know how to communicate factually and without bias, and Personal Time Management, to identify and prioritize the most important and impactful activities!»

## About us

Founded in 2006, ADDEV Materials is an intermediate-sized, owner-managed, entrepreneurial and international company that designs customized materials (specialty chemicals & consumables, adhesives & tapes, films & fibers) with added value to optimize its clients' industrial performance.

### Our technical expertise covers three main strategic activities:

**CHEMICALS & CONSUMABLES**  
**AEROSPACE & DEFENSE**

**ADHESIVES & TAPES**  
**MOBILITY, INDUSTRY & HEALTHCARE**

**FILMS & FIBERS**  
**POWER & ELECTRONICS**

### Our history

ADDEV Materials was built combining its organic growth with strong external growth. By developing its technical expertise and investing in many bespoke converting and cutting technologies, today it offers its industrial clients unique know-how surrounding custom packaging of surface treatments, adhesives & sealants, paints & coatings, and the converting of tapes, foams, films, fibers & electrical insulatives.

### Our geographical position

Established in Europe, North America and Asia, ADDEV Materials is a "multilocal" player, combining proximity and responsiveness, with an industry understanding of key international accounts.

