

## **CODE OF CONDUCT TEMPORARY WORKERS**

On the basis of Directive 2008/104/EC of the European Parliament and of the Council of 19 November 2008, as published on 5 December 2008 in the publication of the European Union regarding temporary workers, Recticel n.v., with registered offices in 1200 Brussels, Plejadenlaan 15, represented by Messrs. Luc Vansteenkiste, Managing Director and Jan De Moor, Group Human Resources and Communication Manager, acting on behalf of the company and on behalf of its affiliated companies that are located within the EEA and are bound by European directive 94/95 and the agreement to establish a European Works Council at Recticel n.v. undertakes to abide by the following code of conduct.

### **1. Recticel n.v.**

Recticel n.v. wants to pursue a responsible social and economic policy regarding temporary workers and include this policy in its strategy.

Recticel n.v. will undertake to respect the spirit of the European directive, the purpose of which links up with the management principles of Recticel n.v..

In this frame of mind, the Central Management undertakes to have this code of conduct abided by for all of the employees who have a labour contract with a temporary agency and have been made available to Recticel n.v. and its affiliated companies located within the EEA.

### **2. Behaviour**

- Every temporary worker is entitled to healthy, safe and dignified working conditions and to a limitation of the maximum working hours and to daily and weekly periods of rest, as well as to annual paid holidays.
- The unusually long usage of temporary workers should be avoided. The following is considered to be 'unusually long': the employment of temporary workers using successive contracts with a total duration of more than six months. Exceptions to this principle are only possible following a collective labour agreement signed between Central Management or its local representatives and the local representatives.
- For the duration of their employment, the basic labour conditions (including wages, working times, extra time and periods of rest, night work and holidays) will be the same as for direct hires (from the first working day on).  
Exceptions to this principle are only possible following a collective labour agreement signed between Central Management or its local representatives and the local representatives.  
Equal opportunities shall apply to this principle:
  - Protection of pregnant women.

- Equal opportunities for men and women and measures to prevent discrimination on the basis of gender, race, religion or beliefs, disability, age or sexual orientation.
- Access to employment, collective agreements and vocational training:
  - Temporary workers will be informed about job openings, so as to give them the same opportunity to get a fixed position as the other employees of the company.
  - Temporary workers will get access to company facilities or services such as canteens, childcare and transport facilities under the same conditions as the other employees.
  - Measures will be taken to improve access to training for temporary workers.

### 3. Verification

This code of conduct will be made available in the appropriate language to all employees employed via a temporary agency, as well as to the regular employees of Recticel n.v. and its affiliated companies, located within the EEA.

The verification of whether this agreement is abided by will be carried out by local consultation bodies. If it is discovered that it is not abided by, a report will be sent to the representatives in the European Works Council.

Moreover, an annual report about the use of temporary workers at Recticel n.v. and its affiliated companies located with the EEA will be submitted to and discussed by the annual meeting of the European Works Council.

This code of conduct will, if necessary, be adjusted if the relevant European directive and the Belgian conversion thereof contain amendments or additions.

Drawn up in Brussels on 1 May 2010,

On behalf of Recticel,

Jan De Moor  
Group Human Resources and  
Communications Manager  
Chairman European Works  
Council Recticel n.v.

On behalf of the Select Committee,

Patrick De Cock  
Secretary of the European  
Works Council Recticel n.v.

Mr. Deef Borloo took cognisance of this agreement on behalf of the European Federation of Building and Woodworkers.