

Corporate citizenship and philanthropy policy

Title	Corporate citizenship and philanthropy policy
Effective date	May 2016
Function	Sustainability

1. Introduction

Randstad is a global leader in HR services, our mission being 'shaping the world of work'. Simultaneous promotion of all interests is one of our core values. It is the basis for our corporate and social responsibility and the foundation of our enterprise. Our strong engagement with our stakeholders and the way we provide our service, builds trust and positively affects society as a whole. Therefore, sustainability is at the heart of our strategy and all our operations.

We recognize the need to always act with integrity and to respect human rights. Randstad's Business Principles are set around and are supportive of our core values: to know, to serve and to trust, simultaneous promotion of all interests and striving for perfection; they guide us to do what is right. The Business Principles project a positive message, guide us to live up to the core values and ensure that the needs of the world in which we work and our business and personal behavior are aligned and reinforce one another.

2. Purpose

The purpose of this policy is to define common shared rules within Randstad for identifying corporate citizenship and philanthropy initiatives which, in line with our mission, core values, business principles and internal policies, are aimed at meeting the needs of communities or societies in which Randstad operates.

This policy refers to the following initiatives:

- **Volunteering:** initiatives or programs for public good, focusing on care for people, shown in voluntary contribution or work by corporate employees, facilitated by the Group or operating company, preferably related to our core business.
- **Philanthropic:** charitable monetary donations by or through the Group or operating company to promote the welfare of others and care for people, not necessarily related to our core business.

As part of our commitment for a better society, Randstad considers initiatives for the benefit of the community as those relating to:

- Long-term initiatives that aim to mitigate economic, social or environmental issues in the communities in which Randstad operates, for example through memberships of and subscriptions to organizations and associations active in the social, environmental and community development;
- Short-term initiatives or one-off donations to non-governmental organizations and (inter)national and local non-profit organizations;
- Initiatives performed by Randstad employees conducted in partnership with community based, non-profit organizations.

These initiatives ideally fit our strategic and sustainability objectives, such as:

- Developing employment and employment markets in line with our mission to shape the world of work;
- Engaging and developing our employees;
- Attracting new talent;
- Building reputation among clients; and
- Sharing our expertise with society.

3. Principles to follow and authorization process

For Group-wide initiatives governed by this policy, the Executive Board is responsible for checking compliance with the contents of this policy and Randstad's overall mission, core values, business principles and internal policies. For local initiatives governed by this policy, each operating company managing director bears such responsibility according to their powers and expenditure limits. On an annual basis, operating companies are requested to report these initiatives to the Group's sustainability manager who will verify that these initiatives comply with the contents of this policy and Randstad's overall mission, core values and business principles. These initiatives will be included in the annual overview of local initiatives which is published on the Randstad corporate website.

4. Types of donations and contributions

Donations and contributions can be made in the following ways:

- In cash
- In employee time (either in the form of paid working hours or outside company time) sharing expertise and know how
- In kind, such as by providing free or temporary promotion on a website, in a publication or by using other tools and channels.

These donations and contributions can be made to – but are not limited to - the following initiatives:

- Education
- Social welfare of the disadvantaged
- Economic development
- Health and prevention

- Arts and culture
- Sports
- Environment
- Emergency relief

We do not engage with organizations connected with illegal, dangerous activities, terrorism or other criminal activities. We do not make contributions to candidates for public or private office, to political parties or other political interests.