

DIAGEO



HUMAN RIGHTS
Global Policy

We value each other

Our commitment to respecting human rights

We are committed to becoming one of the most trusted and respected consumer products companies in the world. As part of that commitment, our employees and those who buy our products around the world know us for our values. We value each other and respect each other's human rights as articulated in the Universal Declaration of Human Rights. In our workplaces and the communities in which we operate, we believe a serious commitment to respecting human rights is fundamental to our way of business. We recognise that we are responsible for the impact of our operations on our employees, on workers in our supply chain, on consumers of our products and on the communities in which we operate.

As a demonstration of our commitment, we are a signatory to the UN Global Compact and the UN Women's Empowerment Principles and we will act in accordance with the UN Guiding Principles on Business and Human Rights. The Human Rights Policy is also guided by the International Labour Organization's Declaration on Fundamental Principles and Rights to Work. By doing so, we are dedicated to enriching the workplace. We are committed to acting with integrity, in compliance with local law, and respecting the unique customs and cultures in the communities in which we operate. Additionally we have considered our 2020 Sustainability and Responsibility targets in the development of this policy.

There is a role for every one of us in respecting the human rights of those we work with and those with whom we work and come into contact as Diageo employees. We expect our employees to demonstrate ownership of our operations and careful oversight of our activities to assure we make a positive impact on human rights. We expect our suppliers and business partners to have similar policies and comply with local laws and regulations.

In our communities, we understand that our distilleries, breweries, and wineries are at the very heart of the communities in which we work. We want to be a leader, to make a positive contribution to society, and take part in building thriving communities. To build communities, we are focusing on our programmes to provide safe drinking water and sanitation, skills development and women's empowerment.



Plan W is part of Diageo's new 2020 sustainability and responsibility targets which aims to build thriving communities. Through Plan W, Diageo is empowering women through learning – growing a diverse and inclusive talent base in our company, our industry, our communities and with our consumers. As of 2015, Plan W has empowered 90,575 women through learning, indirectly impacted 452,875 people and is building thriving communities across 15 countries.

Q&A

What are the UN Guiding Principles for Business and Human Rights?

The United Nations Guiding Principles on Business and Human Rights (UNGPs) are a global standard for preventing and addressing the risk of adverse impacts on human rights linked to business activity. Diageo has committed to Act In Accordance with the Guiding Principles as part of our 2020 Sustainability and Responsibility targets.

Our core human rights principles

Valuing diversity

At Diageo we celebrate cultural and individual diversity, and rely on this to help create an energizing team culture. We all play an important role in creating a culture that is diverse and inclusive of all individuals. We will recruit and hire the best talent reflecting the markets and consumers we serve. We recognise that a diversity of skills and experiences in our workplace and communities will provide a competitive advantage.

Non-discrimination and preventing harassment

Every employee and person we work with is entitled to human rights without discrimination. In all aspects of employment, we treat employees justly according to their abilities to meet the requirements of the role. We will not discriminate based on factors such as race, religion, colour, ethnicity, national origin, disability, sexual orientation, gender, gender identity, gender expression or marital status.

We provide a harassment free environment that promotes openness, teamwork and trust. We will not tolerate employees being subject to physical, sexual, racial, psychological, verbal, or any other form of harassment, bullying or abuse.

Child labour and forced labour

We do not permit exploitation of children or involuntary servitude for our employees, suppliers or business partners. We will not employ anyone under the age of 16. Employees under the age of 18 will not perform any hazardous work. We respect all relevant local laws regarding voluntary employment and minimum age for employment.

Wage and hour

We recognise the skills and contributions of all our employees and pay our employees competitive wages. We comply with all wage and hour laws, such as minimum wage, working hours and overtime laws, and require our suppliers and business partners to do the same. We also provide our employees with learning and development to enhance their skills and progress their careers.

Freedom of association

We respect our employees' choice to join or not join a trade union or other organisations of their choice and to bargain collectively in support of their mutual interests. In countries where the right to freedom of association is restricted by law, we support the development of alternative means to facilitate the representation of employees' interests.

Q&A

You have an open role on your team. One of the people who applied recently got married and has been open about starting a family soon. The training required for this role is expensive, and you do not want to spend the money on the training if the individual is going to go out on parental leave shortly. Do you have to consider this individual?

Yes, you must consider the candidate. We hire individuals based on their abilities, not based on their marital or parental status. To determine if the individual is qualified for the role, you must fully consider their skills and experience. If you have questions, you should contact your local HR team.

I recently visited one of our suppliers and during a tour of the facility I noticed that some safety rules were not observed by a group of employees. What should I do?

We expect our suppliers to maintain a safe working environment and provide access to protective equipment and safety training to mitigate known hazards or potential risks. You should share your observations and concerns with the point of contact with the Supplier and inform your manager and procurement team.

Health and safety

We are committed to the highest standards of safety and security to protect ourselves, our suppliers, our business partners, and our communities. We will follow all safety policies and procedures, national and local laws and regulations. For more information regarding health and safety, please see the health, safety and personal security section of our Code of Business Conduct, our occupational health and safety global policy and our corporate security global policy.

Who does this policy apply to?

This Policy applies to all Diageo employees and employees of subsidiaries and joint ventures where Diageo has a controlling interest. In joint ventures where Diageo does not have overall control, the leaders and managers of those businesses are strongly encouraged to adopt the same or similar standards. If any human rights issues arise in joint ventures we will work actively with the business leaders to address them. We expect our business partners and suppliers to consider this policy and refer our suppliers to our Partnering with Suppliers standard. If there is a difference between the content of this policy and any local law or regulation, the more stringent requirement will apply.

Monitoring

Any breach of this Policy is also considered to be a breach of the Diageo Code of Business Conduct and should be reported promptly through one of the routes described in the Code. You can also discuss concerns or make a confidential report using SpeakUp. Breaches of this policy will be dealt with in accordance with the Breach Management Global Standard, Diageo Investigations Guidelines and local disciplinary policies, as permitted by law.

How does this apply to me?

I am expected to:

- treat everyone with dignity and respect
- celebrate cultural and individual diversity
- not tolerate discriminatory, offensive or intimidating behaviour, harassment, or bullying
- commit to the highest standards of safety
- not knowingly work with anyone known or suspected to be acting in a way that infringes on anyone's human rights such as not complying with wage and hour laws, or permitting exploitation of children, or not respecting a choice to join or not join a trade union
- require partners, suppliers and other third parties with whom I work to adopt similar standards with respect to human rights and operate in with the principles in our Partnering with Suppliers standard

This policy was last reviewed and updated in July 2015.

Q&A

A few months ago, you did not agree with your manager in a large meeting. Now he shouts at you in public and criticizes your work in front of others. You have tried to speak with him but he will not make time to speak with you. What should you do?

We provide a harassment free environment that promotes openness, teamwork and trust. We will not tolerate employees being subject to psychological, verbal, or any other form of harassment, bullying or abuse. If attempts to speak to your manager are not successful or you are not comfortable doing so, you should speak with your local HR team.

I heard informally that one of our suppliers is under investigation for child labour violations. They have been great supplier, and I'm not aware of any previous problems. Should I ignore the rumours since we don't have any proof?

No. Diageo has a duty to respect Human Rights and this includes not permitting the exploitation of children in our supply chain. Please let your manager and the Procurement team know and they will advise you on next steps in order to ensure standards are met.