

# Information for Freelancers\* on BASF Labor Standards

BASF wants to provide fair and responsible working conditions for everyone engaged at BASF, including freelancers. Fairness, respect, and integrity guide our actions, and we want to positively contribute to the protection and promotion of human rights within our workforce. The following labor standards outline how we want to collaborate with you. Please take a few minutes to read them.



## No child labor

BASF strictly prohibits any form of child labor and is committed to protecting the rights, health, safety, and dignity of children and young workers.

We only enter into commercial contracts with freelancers who are at least 18 years old.



## No forced labor

We strictly prohibit forced or compulsory labor of any kind.

Freelancers must never be unduly pressured, threatened, coerced or economically trapped. We will never retain control over personal documents or require payment of fees to secure work.



## No discrimination or harassment

We do not tolerate discrimination, violence, harassment—including sexual harassment—or any other inappropriate or hurtful behavior.

This applies to everyone engaged at BASF, including freelancers.

In turn, freelancers are expected to uphold these standards in how they treat others.



## Freedom of association & the right to collective bargaining

We recognize these as universal rights that apply to everyone engaged at BASF, no matter their professional status.

We will not restrict, hinder or retaliate against freelancers exercising their rights.

In countries with limits on how these rights can be exercised, freelancers may organize and express their interests in ways that align with applicable laws.



## Clearly defined working conditions

We believe that agreements between a freelancer and BASF as their client should be transparent, fair, and mutually understood.

This includes clearly defined terms such as e.g. scope of work, compensation, duration, notice period, deliverables. Agreements should be documented in a language the freelancer understands—ideally their native language.



## Fair compensation

We respect freelancer's autonomy to set their own fees.

To uphold our commitment to fair and responsible working conditions, agreed rates should align with market standards for comparable work in the country or region.



## Responsible working time & healthy life balance

Freelancers manage their own working hours in line with national law.

We respect this autonomy and ensure our practices and expectations do not undermine it or create undue pressure - supporting a healthy balance between work and personal life.

\* Freelancers are not employees but self-employed, independent professionals. They decide for themselves whether and which assignments to accept and often work for multiple clients at the same time. The collaboration is based on a service contract, work contract, or fee agreement—not an employment contract. BASF respects freelancer's autonomy.



### Fair disciplinary actions

While local labor law and international standards typically don't set disciplinary rules for freelancers, BASF is committed to resolving any issues openly and fairly.

We address concerns like misconduct or breach of contract according to the agreement and applicable law, always aiming for clear communication and mutual respect.



### Fair dismissal

If a freelance contract needs to end early, BASF handles the process fairly and transparently, respecting the agreed terms and applicable law.

While freelancers typically aren't covered by dismissal procedures under local labor law or international standards, we strive to ensure early terminations are for valid reasons, with fair notice and payment for work done.



### Protecting vulnerable groups

We recognize that some individuals may face particular challenges in the workplace due to personal background, identity, or social circumstances.

Our goal is to foster an inclusive environment where everyone – including agency workers - feels respected, supported, and able to contribute fully.

If you ever feel disadvantaged or excluded for who you are or where you come from, we encourage you to speak up.

## Need Help or Have a Concern?

At BASF, we want everyone to feel safe, respected, and treated fairly.

If something doesn't feel right or you're unsure about a situation, please speak up.

We recommend you talk to your BASF contact persons – many concerns can be resolved through open dialogue.

You can also report your concern through our BASF grievance channel: the **BASF Global Compliance Hotline**. You may choose to remain anonymous.

You can report in three ways:



Make a report **online**:

[secure.ethicspoint.eu/domain/media/en/gui/49157/](https://secure.ethicspoint.eu/domain/media/en/gui/49157/)  
or scan the QR Code.



Make a report by **mobile**:

[basf.navexone.eu/intake/](https://basf.navexone.eu/intake/)  
or scan the QR Code.



Make a report by **phone**:

[secure.ethicspoint.eu/domain/media/en/gui/49157/phone.html](https://secure.ethicspoint.eu/domain/media/en/gui/49157/phone.html)  
or scan the QR Code to get the dialing instructions.



### No Retaliation

BASF will not punish anyone for raising a concern in good faith. Speaking up helps us keep our workplace safe and fair for everyone.