



ART INVEST
— REAL ESTATE —

Art-Invest Real Estate Funds GmbH
Social Policy

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Document History

This Social Policy is subject to resolution by the Management Board of Art-Invest Real Estate Funds GmbH, Cologne (hereinafter referred to as AIREF). Amendments and additions require the explicit written consent of the Management Board.

The Management Board holds the responsibility for regular and extraordinary revisions and updates of this policy, which are executed by the Sustainability Management and Human Resources Management teams of AIREF. In line with the sustainability strategy of Art-Invest Real Estate, these reviews are conducted at least annually. This process guarantees the policy's perpetual alignment with current developments and strategic objectives, thereby maintaining its relevance and effectiveness.

Version	Date	Remarks	Author
1.0	01. 12.2022	Initial Version	P. Schedler, M. Bäuerle, N. Seyppel- Winter
1.1	01.06.2024	Review and alignment with the Human Rights Policy and the Diversity, Diversity and Inclusion Policy	Bäuerle/ Braxator

The Social Policy applies to all employees of Art-Invest Real Estate and is set to come into effect from December 1, 2022. This policy has been approved by the entire Management Board.

Cologne, 01/06/2024

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A. Preliminary Remarks

In this Social Policy, Art-Invest Real Estate describes the fundamental principles for interacting with its employees. Through mandatory acknowledgment, Art-Invest Real Estate ensures that the contents of the policy are known to all employees.

Any employee who suspects a conflict between the statements in the Welfare and Working Conditions Policy and the laws, customs and practices of their workplace, who has questions about this policy or who wishes to report a potential violation of it, should bring these questions and concerns to the attention of Human Resources or the Whistleblower Centre. No reprisals or retaliation will be taken against employees who raise concerns in accordance with this policy. Art-Invest Real Estate will investigate, address and respond to employee concerns and take action in the event of a violation.

NOTE: All terms within this document, such as “employee”, are intended to be inclusive of all genders and refer equally to all gender identities, including female, male or diverse, as the context permits.

B. Respect for and Observance of Human Right

As an employer, portfolio manager and long-term investor, it is a matter of course for Art-Invest Real Estate to respect fundamental and universally applicable human rights and to support their protection and preservation.

Art-Invest Real Estate has therefore documented its commitment to human rights standards in a policy on human rights.

Art-Invest Real Estate aligns its corporate actions with the following conventions in particular, including the consideration of their value chain

- United Nations Universal Declaration of Human Rights
- UN Guidelines on Business and Human Rights
- Fundamental principles and rights of labour and social standards, including the eight ILO fundamental conventions (International Labour Organization)

For further details on the human rights due diligence requirements implemented at Art-Invest Real Estate, explicit reference is made to the current version of the Human Rights Policy.

Reference:

Human Rights Policy

C. Interaction with Employees

1. Principle of diversity, equal treatment and inclusion

Art-Invest Real Estate is deeply committed to fostering a work environment characterized by diversity, equity and inclusion and is based on mutual understanding and appreciation. Full details on this topic are set out in the Diversity, Equity and Inclusion Policy.

Reference:

Diversity, Equity and Inclusion Policy

2. Recruitment of new Personnel

At Art-Invest Real Estate, new employees are recruited within the framework of established and transparent procedures which involve all relevant company departments and committees. This guarantees the recruitment process remains free of discrimination. For additional information, please refer to the Diversity, Equity and Inclusion Policy.

Reference:

Human Rights Policy

HR Manual

Diversity, Equity and Inclusion Policy

3. Promotion and Professional Development of Employees

The promotion and development of employees is free of discrimination and is in line with the principles of diversity, equity and inclusion specified in the relevant policy. Measures to promote and support employees include, among others:

- Providing regular training and further qualification programmes to develop employees' individual skills and to offer them the opportunity for personal development;
- Offering apprenticeships, trainee programmes and the employment of interns and working students in order to promote talent at an early stage;
- Fostering social engagement among employees and actively supporting charitable causes, for example by granting special leave for social engagement;

- Supporting active employee involvement in associations and industry initiatives Art-Invest Real Estate is represented in.

Reference:

Diversity, Equity and Inclusion Policy

4. Remuneration Policy

Art-Invest Real Estate remunerates employees in line with the industry standards and the respective local labour market. Art-Invest Real Estate complies with the applicable laws regarding compensation, working hours, overtime, and social benefits.

Art-Invest Real Estate has implemented a remuneration system that complies with regulatory requirements in the context of its regulatory business activities. Art-Invest Real Estate's remuneration system is consistently aligned with the company's strategic objectives and aligns the interests of Art-Invest Real Estate's employees and investors. It is designed and to deliver outstanding individual and team performances, thereby contributing to the success of Art-Invest Real Estate to incentivise employees to fully exploit their personal performance potential. There is an appropriate balance between fixed and variable remuneration. The company's objectives include at least one sustainability goal to cover sustainability aspects. Where possible, a sustainability goal is also agreed in personal targets.

Art-Invest Real Estate has established a Remuneration Committee that monitors the appropriateness of the remuneration system. In addition, the Supervisory Board is informed annually about the structure of the remuneration system.

The details of the remuneration system implemented at Art-Invest Real Estate are documented in the current version of the remuneration policy.

Referenz:

Art-Invest Real Estate Remuneration Policy

5. Health and Well-being

The health and well-being of employees form a fundamental basis for positive business development at Art-Invest Real Estate. Therefore, the company has set itself the goal of actively promoting each individual's health and well-being and supporting the work-life balance at the same time.

As part of these efforts, Art-Invest Real Estate is committed to both a healthy work environment and the promotion of work-life balance through the following measures and programs:

- Ergonomic and modern workplace equipment
- Ergonomics consultation
- Sports promotion, e.g. bicycles, gym
- Healthy lightning in the workplace
- Creation of a healthy indoor climate through plants
- Catering services
- Health safety audits
- Offering various medical measures
- Regular internal offers for health promotion (e.g. B2Run, company run, chair yoga)
- Continuous training offers such as stress prevention, conflict management and time and self-management to strengthen the resources for maintaining mental health
- Cooperation with pme Familienservice to provide employees support in all circumstances of life (e.g. coaching)

With the following measures, we are committed to achieving a healthy work-life balance for our employees:

- Flexible working time models
- Mobile working
- Programs for reconciling family and career (e.g. pme Familienservice)
- Joint events

The above-mentioned initiatives relating to the promotion of health and the reconciliation of work and family life are continuously being developed. All suggestions and initiatives put forward by employees are welcomed and will be reviewed for feasibility.

Reference:

Art-Invest Real Estate Mobile Working Policy

6. Protection from Harassment

Art-Invest Real Estate opposes any form of harassment, abusive behaviour and bullying. Affected individuals can contact the HR department or the management. Art-Invest Real Estate will take the report seriously, investigate it promptly, respond to it and intervene in the case of an infraction.

7. Working Standards and Conditions

Art-Invest Real Estate creates an inspiring and modern working environment for its employees and values a culture of appreciation. As part of its compliance with the above-mentioned international standards in the conduct of its business activities, Art-Invest Real Estate supports the legal requirements relating to:

- Employees' right to participate in trade union activities,
- Right to a works council,
- Occupational safety and
- Workplace safety.

Art-Invest Real Estate's basic guidelines on labour standards and working conditions are documented in the Human Rights Policy.

Reference:

Human Rights Policy

8. Employee Satisfaction

Art-Invest Real Estate is committed to continuously improving as an employer. In addition to the constant exchange between employees, managers and the management, it is important to obtain a comprehensive opinion survey from employees in order to capture their attitude towards Art-Invest Real Estate, its corporate culture, their superiors and colleagues as well as their own tasks. Accordingly, the company regularly takes part in externally monitored employee satisfaction surveys, such as Great Place to Work. The results of these employee satisfaction surveys are comprehensively evaluated by the management and relevant committees of Art-Invest Real Estate and analysed to identify further potential for improvement. The aim is to achieve an excellent ranking.

D. Whistleblower System

Art-Invest Real Estate has established a whistleblower mechanism. This system empowers all personnel to disclose potential or actual infringements of the prevailing law within the organization to the appropriate entities. The process preserves the anonymity of their identity.

Every employee of Art-Invest Real Estate is responsible for reporting a violation or suspected violation of legal regulations, guidelines and internal policies. Individuals who disclose such information, to the best of their knowledge and belief, will not be subjected to any detriment, unless they themselves have breached the applicable codes of conduct.

For details of the established reporting procedure, please refer to the Compliance Manual, in which Art-Invest Real Estate's whistleblower system is documented.

Reference:

Art-Invest Real Estate Compliance Manual

E. Documentation of Measures

All measures relating to the Social Policy are to be appropriately documented.

F. Organisation and Implementation

Responsibilities

The Management Board holds the responsibility for the direction, communication, and execution of the Social Policy. This responsibility extends to the institutional embedding of the directive through established process structures. The Human Resources department serves as the primary point of contact for all concerns..

Internal Review

The Social Policy is reviewed by the Sustainability Management and the Human Resources Management team both on initial implementation and following adjustments. Any substantial adjustments require the approval of the Management Board. The policy must be reviewed at least once a year or promptly approved by the Management Board following any significant changes. The contents and changes of the Human Rights Policy are presented within Art-Invest Real Estate as part of a “Written Fixed Rules” (“Schriftlich Fixierte Ordnung”/”SFO”). Employees are regularly informed of any significant changes.

Distinction from Other Guidelines and Policies

The human rights policy is in line with Art-Invest Real Estate's sustainability strategy regarding the social guidelines and objectives set out therein. The sustainability strategy is updated at regular intervals. Furthermore, the management board has introduced additional sustainability guidelines that obligate Art-Invest Real Estate to establish clear principles for dealing with employees and to consider the issues of diversity, equal treatment, and inclusion in the operations. These guidelines are encapsulated within the “Human Rights Policy“ and the “Diversity, Equity and Inclusion Policy”.