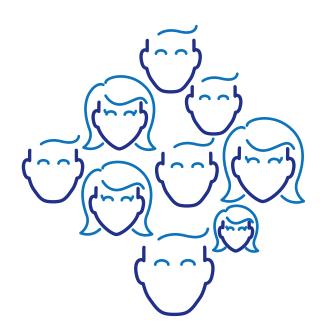
### **SOCIAL REPORT** AÉROPORTS DE PARIS SA

2018









### COMPENSATION AND ANCILLARY CHARGES PAGE 15



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### **EMPLOYMENT**



The total workforce managed at 31 December 2018, including permanent and fixed-term contracts, numbered 6,410.

Including all contracts, the workforce consisted of 6,627 employees at 31 December (permanent, fixed-term, apprenticeship, professional training and employment support contracts).

Women accounted for 37.6% of the overall workforce.

The company recruited 154 employees on permanent contracts in 2018.

291 employees were promoted in 2018.



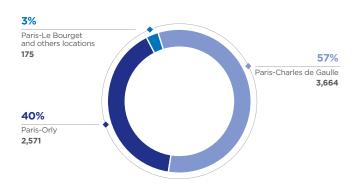
#### 1.1 WORKFORCE

#### **WORKFORCE MANAGED: 6,410**

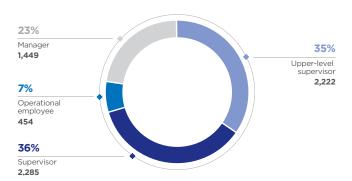
The workforce managed at 31 December 2018 covers all those with the status of Aéroports de Paris employees: employees on permanent or fixed-term contracts and employees on unpaid leave or seconded (other contracts are not taken into account in this workforce). The workforce present on 31 December 2018, excluding suspended contracts, totalled 6,334 employees (76 suspended contracts).



### BREAKDOWN BY GEOGRAPHICAL SECTOR



### BREAKDOWN BY PROFESSIONAL CATEGORY



395 employees were based at the registered office in Roissy, i.e. 22% higher than in 2017.

The percentage of employees working in Orly, Le Bourget and the other airports was stable compared to 2017.

The structural change in the workforce continued with a decrease in the number of employees in operating and supervisory positions and an increase in managers (+1.5%).

#### BREAKDOWN BY GEOGRAPHICAL SECTOR AND PROFESSIONAL CATEGORY

	Manager			Upper-level supervisor			Supervisor			Operation	onal em	ployee	TOTAL		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Registered office-Paris	201	-	-	44	-	-	30	-	-	6	-	-	281	-	-
Paris-Orly	711	704	716	896	904	892	915	877	822	165	165	141	2,687	2,650	2,571
Paris- Charles de Gaulle	462	698	709	1,209	1,275	1,275	1,463	1,441	1,387	345	338	293	3,479	3,752	3,664
Paris-Le Bourget	21	24	24	50	52	51	69	67	63	3	3	3	143	146	141
Other locations	1	1	0	5	5	4	13	13	13	17	19	17	36	38	34
TOTAL	1,396	1,427	1,449	2,204	2,236	2,222	2,490	2,398	2,285	536	525	454	6,626	6,586	6,410





3,664

Employees working at the airport Paris-Charles de Gaulle



#### PERMANENT AND FIXED-TERM WORKFORCE BY CATEGORY AT 31 DECEMBER

	Upper-level Manager supervisor						Supervisor Operational employee TOTAL								
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Permanent contract	1,393	1,426	1,443	2,204	2,234	2,222	2,490	2,397	2,284	536	523	451	6,623	6,580	6,400
Fixed-term contract	3	1	6	-	2	-	-	1	1	-	2	3	3	6	10

The number of employees on permanent contracts decreased by 2.74% compared to 2017. 46% of employees who left for retirement or others reasons were replaced.

The company makes very limited use of fixed-term contracts as replacements or in periods of increased activity. The use of interim staff is preferred.

#### BREAKDOWN OF THE WORKFORCE BY NATIONALITY AT 31 DECEMBER

	2016	2017	2018
Number of French employees	6,475	6,428	6,259
Number of foreign employees	151	158	151



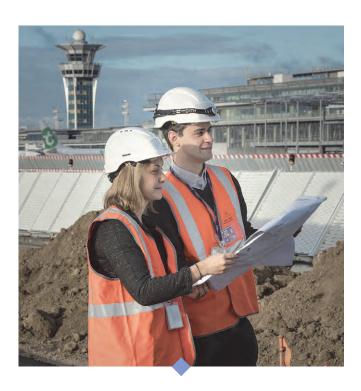
#### BREAKDOWN BY CATEGORY AND PROFESSIONAL FAMILY

	N	1anage	er		per-le		S	upervis	or		eratio mploy			TOTAL	
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
DEVELOPMENT	269	267	270	160	152	143	88	80	76	-	-	1	517	499	490
Sales	32	38	36	61	59	55	15	14	13	-	-	1	108	111	105
Communication	52	50	51	38	37	37	4	-	-	-	-	-	94	87	88
Real estate	36	35	32	9	8	11	19	17	15	-	-	-	64	60	58
Strategic studies	-	-	-	-	-	-	4	-	-	-	-	-	4	-	-
Development marketing	92	83	86	33	32	25	-	4	2	-	-	-	125	119	113
Environment Energy and CSR Performance	10	15	16	-	-	-	-	-	-	-	-	-	10	15	16
Institutional & Territorial Relations	34	34	37	19	16	15	46	45	46	-	-	-	99	95	98
Top Management	13	12	12	-	-	-	-	-	-	-	-	-	13	12	12
RISK MANAGEMENT	162	166	167	280	266	268	635	637	636	159	166	165	1,236	1,235	1,236
Audit Internal Control Risk Management	65	66	65	34	35	33	3	1	1	-	-	-	102	102	99
Legal	43	42	44	3	3	3	-	-	-	-	-	-	46	45	47
Medical	4	4	4	37	33	37	17	17	16	4	6	4	62	60	61
Prevention of Occupational Risks	8	9	8	32	29	25	1	-	-	1	-	-	42	38	33
Safety	12	14	16	100	92	93	399	407	403	152	160	159	663	673	671
Security	30	31	30	74	74	77	215	212	216	2	-	2	321	317	325
OPERATIONS	175	161	169	992	993	992	1,139	1,089	1,025	280	272	205	2,586	2,515	2,391
Energy	8	8	6	62	59	63	-	-	-	-	-	-	70	67	69
Maintenance/Owner	61	57	59	435	460	470	522	498	459	22	21	19	1,040	1,036	1,007
Airport Operations	81	93	101	305	306	299	598	578	556	258	251	186	1,242	1,228	1,142
IT Operations and Maintenance	25	3	3	190	168	160	19	13	10	-	-	-	234	184	173
TECHNICAL PROJECTS	473	499	514	381	418	417	106	101	91	-	-	-	960	1,018	1,022
Assistance to Project Management/Delegated Project Management	140	140	144	49	46	49	1	-	_	_	-	-	190	186	193
IT Engineering	123	142	149	44	70	69	2	3	2	-	-	-	169	215	220
Building/Infrastructure Engineering Project Management	191	200	202	248	261	258	91	86	79				530	547	539
Laboratory	19	17	19	40	41	41	12	12	10	_			71	70	70
SUPPORT	268	279	278	376	397	393	508	477	445		83	76		1,236	1,192
Purchasing - Supplies	47	50	43	57	62	58	25	18	14	-		-	129	130	115
Sales administration	7	7	6	24	22	21	19	20	21			_	50	49	48
Corporate Affairs Administration	9	14	13	109	117	112	272	259	231		60	56	455	450	412
Accounting & Invoicing	15	15	19	14	13	16	17	16	16		-	-	46	44	51
Finance, Management and Strategy	109	107	110	37	40	36	6	7	2		-	-	152	154	148
Logistics/Transportation	9	8	5	20	20	18	96	91	81	25	23	16	150	142	120
Human Resources	72	78	71	115	123	120	73	66	55	-	-	4	260	267	250
Workplace Environment	-	-	11	-	-	12	-	_	25	-	-	-	-	-	48
OTHER (SECONDED, UNPAID LEAVE)	49	55	51	15	10	9	14	14	12	7	4	7	85	83	79
TOTAL	1,396	1,427	1,449	2,204	2,236	2,222	2,490	2,398	2,285	536	525	454	6,626	6,586	6,410



#### BREAKDOWN OF THE WORKFORCE BY GENDER AT 31 DECEMBER

	Manager		Upper-level supervisor			Sı	Supervisor			onal em	ployee	TOTAL			
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Male	892	903	916	1,413	1,427	1,413	1,496	1,447	1,387	315	315	285	4,116	4,092	4,001
Female	504	524	533	791	809	809	994	951	898	221	210	169	2,510	2,494	2,409
TOTAL	1,396	1,427	1,449	2,204	2,236	2,222	2,490	2,398	2,285	536	525	454	6,626	6,586	6,410



#### Rate of feminisation (in %)

	2016	2017	2018
Manager	36.1	36.7	36.8
Upper-level supervisor	35.9	36.2	36.4
Supervisor	39.9	39.7	39.3
Operational employee	41.2	40.0	37.2
TOTAL	37.9	37.9	37.6

The rate of feminisation declined slightly compared to 2017 even though there was an increase in the management and upper-level supervisor categories.



2,409

Female employees

#### AVERAGE WORKFORCE ON PERMANENT, FIXED-TERM AND OTHER CONTRACTS (IN FTE\*) AT 31 DECEMBER

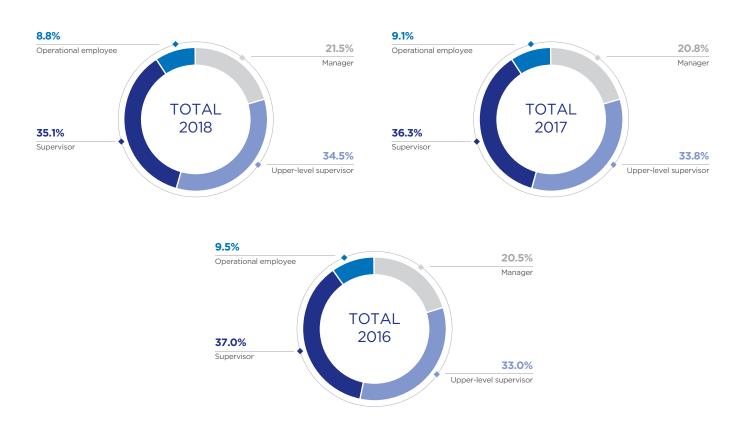
	Manager			Upper-level supervisor			Supervisor			Operati	onal em	ployee	TOTAL		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Employees on a permanent contract	1,321	1,338	1,363	2,138	2,174	2 190	2 397	2 333	2 231	522	492	462	6 378	6 337	6 245
% change	1.2	1.3	1.9	1.2	1.7	0.7	-2.8	-2.7	-4.4	-5.1	-5.8	-6.1	-0.8	-0.7	-1.4
Employees on a fixed-term contract	4	2	2	-	1	1	-	-	1	-	5	3	4	8	6
% change	-50.8	-54.7	-6.3	-100.0	-	62.5	-100.0	-	-	-13.0	985.1	-51.0	-54.4	95.0	-24.4
Other contracts**	-	-	-	-	-	-	-	-	-	96	91	98	96	91	98
% change	-	-	-	-	-	-	-	-	-	-14.7	-5.1	7.5	-14.7	-5.1	7.5
Total workforce	1,325	1,340	1,365	2,138	2,175	2 191	2 397	2 333	2 231	618	587	562	6 478	6 435	6 349
% change	0.9	1.1	1.9	1.2	1.7	0.7	-2.8	-2.7	-4.4	-6.7	-5.0	-4.4	-1.2	-0.7	-1.3

The company's workforce does not fluctuate seasonally. It uses interim staff to cover peak passenger periods in the terminals. However, in 2018, the company employed 22 people on seasonal contracts for the summer (Orly).

<sup>\*</sup> Full-Time Equivalent.
\*\* Other contracts include apprentices, professional training and subsidised contracts (CAE and emploi avenir until 2017).

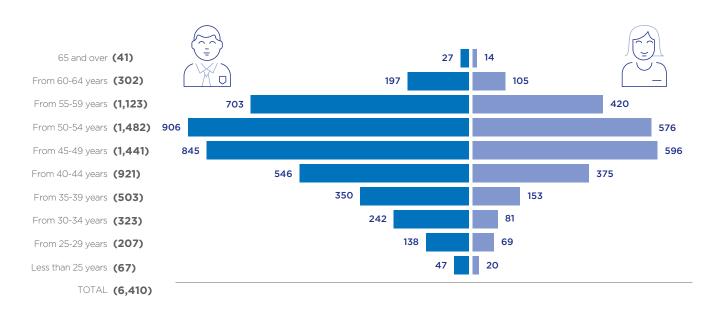


### AVERAGE WORKFORCE ON PERMANENT, TEMPORARY AND OTHER CONTRACTS - BREAKDOWN BY MAJOR CATEGORY (in %)



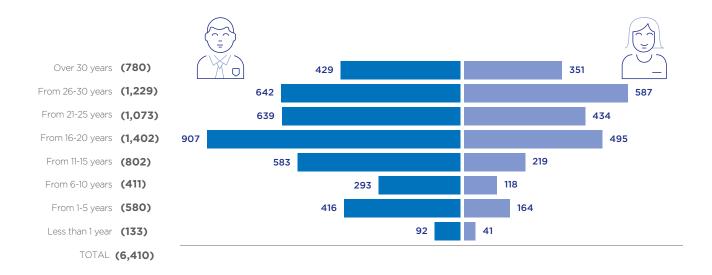
#### BREAKDOWN OF THE WORKFORCE BY AGE AND SENIORITY

#### Age - Workforce breakdown by age and gender





#### Seniority - Workforce breakdown by seniority and gender



### WORKFORCE ON SUBSIDISED CONTRACTS AT 31 DECEMBER

	2016	2017	2018
Contrat d'Accompagnement dans l'Emploi (CAE) (Employment Support Contract)	30	17	3
Emploi Avenir (Job Opportunities for Young People)	11	-	-

### WORKFORCE UNDER OTHER CONTRACTS AT 31 DECEMBER

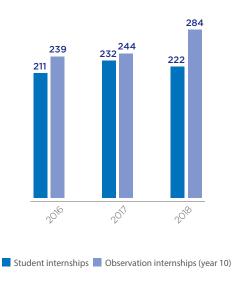
	2016	2017	2018
Apprenticeship contract	108	168	188
Professional training contract	31	22	26



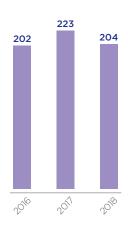
ADP SA is pursuing its proactive policy of assisting young people with training. It recruited a greater number of apprentices in 2018 (a 13% increase in the number of apprentices and professional training contracts).

## 1 EMPLOYMENT

#### NUMBER OF INTERNSHIPS



#### NUMBER OF INTERNS



Student internships

The number of student internships decreased by 4% in 2018.

#### 1.2 EXTERNAL WORKERS

#### NUMBER OF INTERIM WORKERS

		Functional divisions			gineerii nning D	ng Division		Airport Divisions	5	TOTAL			
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	
Average monthly number of interim workers	46	18	13	39	42	41	115	80	70	200	140	124	
Average monthly number of days per interim worker	20	18	18	19	20	20	16	15	15	55	53	53	

Total number of interim workers over the year: 341.

### NUMBER OF SECONDED EMPLOYEES AT 31 DECEMBER

	2016	2017	2018
Number of company employees seconded	53	52	52
Number of seconded employees hosted	1	2	3

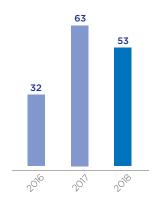


#### 1.3 HIRES

#### BREAKDOWN BY PROFESSIONAL CATEGORY

	Manager		Upper-level supervisor			Supervisor			Operati	onal em	nployee	ee <b>TOTAL</b>			
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Permanent contracts	65	74	75	12	19	28	22	29	30	36	54	21	135	176	154
Fixed-term contracts	2	4	7	-	3	1	-	3	5	3	24	21	5	34	34
TOTAL HIRES	67	78	82	12	22	29	22	32	35	39	78	42	140	210	188
Of which, employees under 25	9	14	14	1	2	-	8	12	16	14	35	23	32	63	53

#### NUMBER OF EMPLOYEES UNDER 25 HIRED





#### 1.4 DEPARTURES

#### BREAKDOWN BY REASON AND PROFESSIONAL CATEGORY

	Manager		Upper-level supervisor Supervisor		or	Operational employee		TOTAL							
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Resignations	28	21	32	2	5	6	2	3	6	1	5	1	33	34	45
Redundancies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dismissals for other reasons	10	9	7	9	5	10	12	9	16	9	6	8	40	29	41
Contractual termination of the employment agreement	6	7	10	4	8	13	5	10	14	1	1	2	16	26	39
End of the fixed-term contract	5	4	1	-	-	1	-	2	5	2	21	20	7	27	27
Departures after the trial period	2	1	2	-	2	1	1	-	-	-	1	-	3	4	3
Early retirement including voluntary departures (PDV)	-	-	-	3	2	2	5	3	1	-	-	-	8	5	3
Retirement including PDV	16	25	35	33	40	72	28	47	76	13	9	18	90	121	201
Deaths	2	-	1	3	2	5	6	1	5	-	1	-	11	4	11
TOTAL	69	67	88	54	64	110	59	75	123	26	44	49	208	250	370



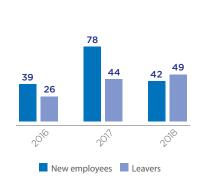
#### TOTAL WORKFORCE



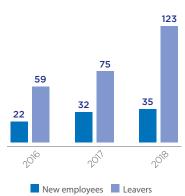


#### STAFF MOVEMENTS - HIRES/DEPARTURES - BREAKDOWN BY PROFESSIONAL CATEGORY

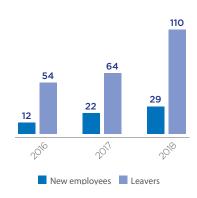
#### Operational employee



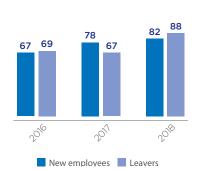
#### **Supervisor**



#### **Upper-level supervisor**



#### Manager



#### **REDUNDANCIES**

There were no redundancies at Aéroports de Paris in 2018.

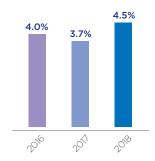


#### 1.5 PROMOTIONS

### BREAKDOWN BY INITIAL PROFESSIONAL CATEGORY

	2016	2017	2018
Operational employee	1	2	0
Supervisor	62	43	66
Upper-level supervisor	142	144	166
Manager	58	51	59
TOTAL	263	240	291

#### PROMOTION RATE

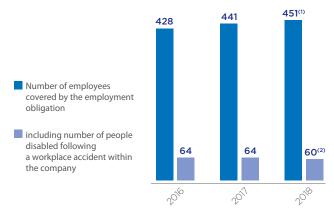


#### 1.6 UNEMPLOYMENT

Aéroports de Paris did not experience any unemployment or partial unemployment.

#### 1.7 DISABLED PEOPLE

#### NUMBER OF EMPLOYEES COVERED BY THE EMPLOYMENT OBLIGATION



- (1) 451 permanent disabled employees identified during 2018. 50 disabled employees left in 2018 (+1 death). 401 disabled employees present at 31/12/2018.
- (2) 60 permanent disabled workers with a partial or permanent disability identified in 2018 including 54 disabled employees present at 31/12/2018.
  - 1 new permanent beneficiary with a partial or permanent disability.





#### 1.8 ABSENTEEISM

#### NUMBER OF DAYS OF ABSENCE BY CAUSE AND PROFESSIONAL CATEGORY

		2016		2017	•	2018	
Cause	Professional categories	Days	Hours	Days	Hours	Days	Hours
	Manager	9,961	52,053	12,237	64,193	11,376	58,753
	Upper-level supervisor	27,038	141,051	27,051	142,338	28,684	150,816
Illness/Occupational Illness	Supervisor	45,133	236,088	47,483	243,737	45,272	234,246
11111033	Operational employee	20,396	104,880	17,872	89,783	17,527	87,340
	TOTAL	102,528	534,072	104,643	540,051	102,859	531,156
	Manager	2,425	12,493	2,603	13,809	2,502	13,240
	Upper-level supervisor	1,415	7,807	879	4,819	1,340	6,593
Maternity/ Paternity Leave	Supervisor	1,841	10,083	2,192	11,253	979	5,533
raternity Leave	Operational employee	1,418	7,496	1,393	7,094	855	4,468
	TOTAL	7,099	37,879	7,067	36,975	5,675	29,834
	Manager	757	3,985	864	4,593	244	1,294
	Upper-level supervisor	2,911	14,834	2,199	11,775	2,203	11,944
Workplace and commuting accidents	Supervisor	7,755	41,599	5,460	29,546	5,828	30,854
	Operational employee	3,630	18,094	4,613	23,919	4,367	21,532
	TOTAL	15,053	78,512	13,135	69,833	12,642	65,623
	Manager	766	5,686	827	5,935	755	5,532
	Upper-level supervisor	1,810	14,031	1,621	12,714	1,609	12,579
Authorised holidays*	Upper-level supervisor	1,964	16,786	1,724	14,787	1,684	15,118
Tiondays	Operational employee	523	4,314	529	4,360	456	4,137
	TOTAL	5,063	40,817	4,701	37,796	4,503	37,366
	Manager	265	1,711	638	4,500	1,210	8,353
	Upper-level supervisor	768	5,324	624	4,565	794	5,729
Other absences**	Upper-level supervisor	1,090	9,110	891	7,354	977	7,953
	Operational employee	1,340	10,346	1,115	7,861	1,407	10,412
	TOTAL	3,463	26,491	3,268	24,280	4,388	32,447
	Manager	14,174	75,928	17,168	93,031	16,087	87,172
	Upper-level supervisor	33,942	183,047	32,374	176,211	34,630	187,661
TOTAL	Supervisor	57,783	313,666	57,751	306,677	54,739	293,703
	Operational employee	27,307	145,130	25,521	133,018	24,612	127,888
	TOTAL	133,206	717,771	132,815	708,936	130,068	696,425

<sup>\*</sup> Article 16 of the Articles of Association: death, marriage, move, etc. \*\* Tardiness, unpaid holidays, unpaid leave, paid leave.

The absence days are calendar days.

The theoretical days worked in 2018 totalled 1,072,464 for all employees.



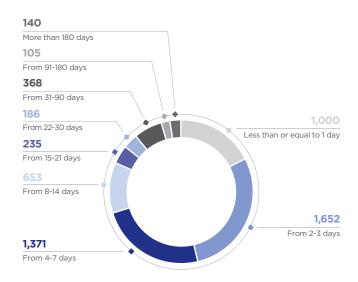
#### BREAKDOWN BY CAUSE AND PROFESSIONAL CATEGORY IN 2018 (In %)

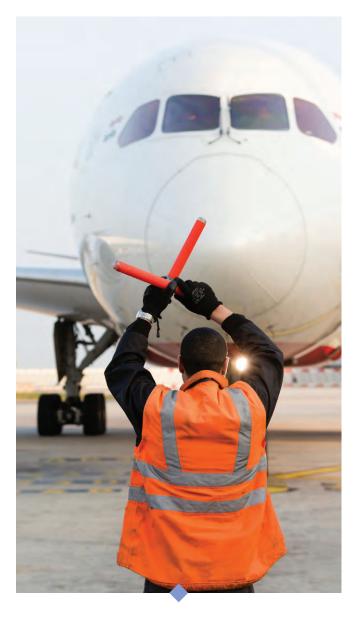
The rate is calculated as the ratio between the number of hours of absence/the work time due in hours

Causes	Manager	Upper-level supervisor	Supervisor	Operational employee	TOTAL
Illness	0.58	1.49	2.31	0.86	5.24
Maternity/Paternity leave	0.13	0.07	0.05	0.04	0.29
Workplace and commuting accidents	0.01	0.12	0.30	0.21	0.65
Authorised holidays	0.05	0.12	0.15	0.04	0.37
Other absences	0.08	0.06	0.08	0.10	0.32
TOTAL	0.86	1.85	2.90	1.26	6.87

In 2018, illness accounted for 5.24% out of a total of 6.87%.

### BREAKDOWN OF THE NUMBER OF SICK LEAVES BY DURATION OF ABSENCE











## COMPENSATION AND ANCILLARY CHARGES



The average gross amount per employee was €4,541 for profit-sharing and €2,257 for incentives.

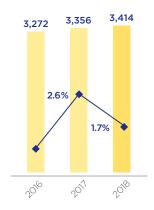
Total personnel expenses were €586.1 million.

#### 2.1 COMPENSATION

#### RATIO OF ANNUAL PAYROLL TO THE AVERAGE MONTHLY WORKFORCE

	2016	2017	2018
Total payroll	357,682,409	363,750,389	371,556,469
Average monthly workforce (FTEm permanent contracts)	6,378	6,337	6,245
Average payroll per employee	56,081	57,405	59,493
Change in average payroll per employee compared to the previous year (in %)	1.4	2.4	3.6

### AVERAGE COMPENSATION IN DECEMBER (PERMANENT WORKFORCE) EXCLUDING NON-MONTHLY BONUSES -35-HOUR BASE





FTE only permanent contract - Total base salaries + December seniority compared to the FTE of that month.

#### GROSS AVERAGE MONTHLY COMPENSATION (In euros)

		2016	2017	2018
	Operational employee	2,800	2,812	2,800
	Supervisor	3,722	3,783	3,818
Male	Upper-level supervisor	4,612	4,677	4,725
	Manager	7,349	7,536	7,514
TOTAL	TOTAL	4,720	4,827	4,875
	Operational employee	2,540	2,465	2,499
	Supervisor	3,451	3,501	3,525
Female	Upper-level supervisor	4,252	4,327	4,384
	Manager	6,578	6,664	6,721
	TOTAL	4,320	4,388	4,474
	Operational employee	2,712	2,695	2,703
	Supervisor	3,631	3,687	3,717
TOTAL	Upper-level supervisor	4,494	4,560	4,611
	Manager	7,089	7,241	7,239
	TOTAL	4,586	4,679	4,739





#### COMPENSATION GRID AT 31 DECEMBER 2018

The seniority bonus is not included in the amounts below.

Categories	Groups	Grades	Gross monthly compensation (Base salary)	Average monthly bonuses IC - PFA - ASS*
		E2500	18,697	3,194
	V ——	E1000	7,479	1,278
	1) /	E1470	10,994	1,878
Maria	IV	E0640	4,786	818
Manager		E1019	7,621	1,302
	IIIB ——	E0438	3,276	560
	ША	E0730	5,460	933
	IIIA ——	E0315	2,356	402
	1162	265	3,620	727
The section of the se	IIC2 ——	259	2,659	534
Upper-level supervisor	11.61	262	3,157	634
	IIC1 ——	256	2,140	430
Comment	IID	259	2,659	534
Supervisor	IIB ——	251	1,642	330
	IDO	126C	1,873	376
	IB2	110	1,450	291
Operational employee	ID1	120	1,638	329
	IB1	110	1,450	291

<sup>\*</sup> IC: (indemnité complémentaire) additional allowance paid in June. PFA: 13th month paid in December. ASS: attendance at the rate of 3% (non-managers).

#### 2.2 COMPENSATION HIERARCHY

Decile ratio of the compensation of the 10% of employees receiving the highest compensation and the 10% receiving the lowest compensation.

The total of the 10 highest compensation amounts was €3,304,005.

	2016	2017	2018
Ratio	3.40	3.55	3.64

	2016	2017	2018
Total amount	2,921,076	3,386,061	3,304,005

#### 2.3 COMPENSATION CALCULATION METHOD

All of the salaried personnel of Aéroports de Paris are paid monthly based on the legal work schedule (35 hours per week since 1 January 2000). Managers are paid on a set number of days.

Annual compensation is that paid to employees present full time over the 12 months of the year in question. Some compensation

paid for the previous year can be taken into account. No Aéroports de Paris employees are paid based on production.

At 1 July 2018, the reference value was increased by 0.3% compared to the value of the scale at 1 July 2017.

#### 2.4 ANCILLARY CHARGES

#### COMPANY EMPLOYEE BENEFITS

The employee benefits applicable to the different employee categories are described in the Staff Rules.

Compensation for national holidays	Article 14
Annual paid leave Employees working office hours receive 27 business days off and hourly employees receive 30 days continuous/ semi-continuous	Article 15
Days off for family events Death, Move, Sick child, Public office, Jury service, blood donor days, marriage, birth, new school year	Article 16
Seniority bonus 1% per year of seniority acquired up to a maximum of 21%	Article 22
Family supplement Capped at €288.36 for two children. It is granted based on grade and the number of children.	Article 24
Retirement allowance	Article 32
Notice period and severance pay	Article 34
Medical allowance The full salary is maintained for 180 days over 12 months for seniority greater than three years (90 days for seniority less than three years)	Articles 37-38
Maternity leave	Article 39
Welfare scheme	Article 41



#### PAYMENTS MADE TO OUTSIDE COMPANIES

(in euros)

	2016	2017	2018
Interim staff	9,558,507	5,692,090	4,584,793
Personnel seconded or made available to the company	9,994,751	6,043,898	4,769,699
TOTAL	19,553,258	11,735,987	9,354,493



### 2.5 TOTAL PAYROLL (in thousands of euros)

	2016	2017	2018
Personnel expenses	585,631	589,591	586,105
Revenue	2,773,300	2,819,790	2,956,611
Ratio	0,211	0,209	0,198

Personnel expenses include all of account 64.

#### 2.6 EMPLOYEE PROFIT-SHARING

#### INCENTIVES (in euros)

	2016	2017	2018
Total incentive amount	13,429,067	14,543,998	14,022,595
Average gross amount of the incentive bonus by beneficiary employee	2,113	2,303	2,257

#### PROFIT-SHARING (in euros)

	2016	2017	2018
Special profit-sharing reserve	22,055,384	22,435,757	28,214,996
Average gross profit-sharing amount per beneficiary employee	3,471	3,553	4,541

#### GROUP SAVINGS PLAN (in euros)

	2016	2017	2018
Total top-up amount	6,927,767	5,987,966	6,131,005
Maximum top-up amount per beneficiary employee	1,858	1,300	1,300

#### SAVINGS PLAN FOR THE COLLECTIVE GROUP PENSION FUND (in euros)

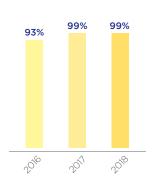
	2016	2017	2018
Total top-up amount	2,358,982	2,665,244	3,035,623
Maximum top-up amount per beneficiary employee	900	900	900

#### SALARIED SHAREHOLDERS (in %)

At 31 December 2018, 1.64% of the capital was held by employees.

	2016	2017	2018
Share of capital held by employees at 31 December	1.87	1.74	1.64

### PERCENTAGE OF AÉROPORTS DE PARIS EMPLOYEES WHO WERE SHAREHOLDERS AT 31 DECEMBER 2018









## HEALTH AND SAFETY AT WORK



There were 139 workplace accidents with days off in 2018.

The company's four cross-functional priorities followed by the Executive Committee are:

- the prevention of attacks and incivility;
- the prevention of travel risks;
- the prevention of psychosocial risks;
- the prevention of risks for subcontractors.

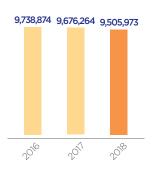
#### 3.1 WORKPLACE AND COMMUTING ACCIDENTS

#### NUMBER OF ACCIDENTS WITH LOST TIME AND DAYS LOST BY PROFESSIONAL CATEGORY

	Μ	Supervisor and upper-le Manager supervisor				perationa employee		TOTAL				
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Number of workplace accidents with time off	12	9	5	118	92	100	32	31	34	162	132	139
With time on	12			110	52	100	52	01	J +	102	102	100
Number of days lost	340	222	51	7,572	5,037	5,372	2,651	3,908	4,028	10,563	9,167	9,451



#### **CHANGE IN HOURS WORKED**



#### CHANGE IN FREQUENCY RATE (FR) AND SEVERITY RATE (SR)

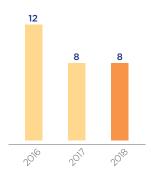
Rate	2016	2017	2018
FR	16.63	13.64	14.62
SR	1.08	0.95	0.99



## NUMBER OF PERMANENT DISABILITIES (PARTIAL AND TOTAL) NOTIFIED TO THE COMPANY

#### NUMBER OF FATAL ACCIDENTS

There have been no fatal accidents at ADP since 2014.



#### NUMBER OF TRAVEL ACCIDENTS WITH LOST TIME AND NUMBER OF DAYS LOST

	٨	1anager		Supe Upper-Le	ervisor a evel Sup		Operati	onal em	ployee		TOTAL	
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Number of commuting accidents with lost time	4	5	1	35	34	30	4	7	5	43	46	36
Number of days lost	23	63	4	1,220	865	625	110	344	139	1,353	1,272	768

#### RATE AND AMOUNT OF WORKPLACE ACCIDENT CONTRIBUTIONS

Rate depending on the location (in %)	2016	2017	2018
Registered office	0.99	0.95	0.98
Paris-Orly	1.43	1.41	1.13
Paris-Charles de Gaulle	1.40	1.54	1.51
Paris-Le Bourget	1.11	1.01	1.31
Persan-Beaumont	0.93	0.90	0.84
Chelles-le-Pin	1.20	0.90	0.84
Toussus-le-Noble	0.60	0.92	0.86
Chavenay	0.93	0.90	0.84
Issy les Moulineaux	0.93	0.90	0.84
Pontoise Cormeilles en Vexin	4.25	5.31	6.63
Meaux	0.93	0.90	0.84
Lognes	0.93	0.90	0.84
TOTAL AMOUNT OF WORKPLACE ACCIDENT CONTRIBUTIONS (in € millions)	5.01	5.30	4.94

## 3.2 BREAKDOWN OF WORKPLACE ACCIDENTS BY MATERIAL FI FMFNTS

#### Workplace accidents (in %)

Causes	Code	2016
Existence of serious risks	32 to 40	1.1
Falls from height	2	13.7
Caused by machinery	9 to 30	14.8
Movements, handling, storage	01-03-04-06-07	29.6
Caused by objects, masses or items in inadvertent movement	5	8.7
Employee traffic on public roads	8	5.8
Other cases*		26.4
TOTAL		100

<sup>\*</sup> Accidents which are not included in the nomenclature or non-classified declaration due to insufficient data.

#### **NEW CLASSIFICATION IN 2017**

	Trompiaco ac	cracints (iii 70)
Causes (new classification)	2017	2018
Same-level fall with no material elements	13	6
Same-level fall involving a material element	17	23
Fall on a staircase	14	10
Vehicle-related accident (car, machine, two-wheeler, etc.)	10	6
Caused by handling, machinery or tools	21	17
Psychosocial risks	9	14
Other cases (including sport*)	16	24
TOTAL	100	100

<sup>\*</sup> Related to firefighter work.

New classification adapted to ADP accident reporting.

#### 3.3 OCCUPATIONAL ILLNESSES

	2016	2017	2018
Occupational illnesses declared to social security	3	5	6
Causes*	MSD = 2 PSR = 1	MSD = 3 PSR = 1 Other = 1	PSR = 1
Pathologies of an occupational nature	-	-	
Causes	-	-	
Declaration of work processes that may cause occupational illnesses	-	-	
Causes	-	-	

<sup>\*</sup> Reference in the occupational illnesses table: MSD = 57; asbestos = 30; psychosocial risks = not in the table; deafness = 42; lower back pain = 98.



#### 3.4 HEALTH, SAFETY AND WORKING CONDITIONS COMMITTEE (CHSCT)

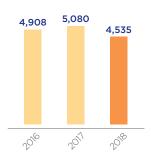
#### **CHSCT - NUMBER OF MEETINGS**

	2016	2017	2018
Number of meetings	130	100	95
Of which, extraordinary meetings	87	59	12
Of which, additional meetings	8	12	4

	Ordinary	Additional	Extraordinary	TOTAL
CHSCT 1	7			7
CHSCT 2	7			7
CHSCT 3	8			8
CHSCT 4	8			8
CHSCT 5	4	1	1	6
CHSCT 6	4	1	7	12
CHSCT 7	4	2	4	10
CHSCT COMMUNS	6			6
ICCHSCT	29			29
COMITÉ TRANSVERSAL	2			2
TOTAL	79	4	12	95

#### 3.5 SAFETY EXPENDITURE

#### EMPLOYEES TRAINED IN SAFETY (NUMBER OF TRAINEE ACTIONS)



#### **EXPENDITURE FOR SAFETY TRAINING**

	201	6	201	7	2018	
Type of training	Hours	Amount (in euro)	Hours	Amount (in euro)	Hours	Amount (in euro)
Electrical certifications preparation + retraining	7,009	156,440	8,535	151,295	6,178	79,025
Mechanical and thermal certifications preparation + retraining	1,350	31,185	630	14,425	1,163	23,264
Mobile elevating work platform (MEWPs) operation	1,001	21,045	1,208	22,112	818	16,120
Worksite machinery operation	585	14,030	270	7,828	259	8,004
Worksite lifting and handling machinery operation	1,050	24,409	1,005	23,546	512	17,440

	20	016	20	17	2018		
Type of training	Hours	Amount (in euro)	Hours	Amount (in euro)	Hours	Amount (in euro)	
Snow removal equipment operation	2,959	-	3,341	-	3,018	-	
Mobile crane operation + retraining	-	-	68	1,830	60	2,070	
Compulsory continuing training for drivers + advanced training for HGV drivers	814	17,150	560	8,034	532	12,882	
Initial minimum mandatory training for drivers (FIMO)	280	2,925	140	1,699	-	-	
Operation of vehicles transporting hazardous goods ADR licence preparation + retraining	133	3,247	93	2,195	49	1,340	
Regulations for the transport of hazardous goods by road initial training and retraining	90	3,825	113	2,550	120	3,825	
M permit (apron)/P permit (runway) and T permit (traffic)	4,393	13,906	5,396	10,089	5,221	10,682	
Authorisation to operate a boat on the water retention basin	20	500	-	-	_	-	
C, B C and EB heavy and extra-heavy goods vehicle licence	1,432	29,624	2,126	35,754	1,442	21,660	
Hunting/shooting skill permit	350	24,702	430	31,777	165	8,381	
Fire permit	731	7,250	443	-	324	8,987	
Safety and prevention of occupational hazards supervision	514	15,510	720	14,415	_	-	
Prevention of occupational hazards personnel awareness-raising	525	12,690	540	11,698	-	-	
Health and safety protection coordination	12	-	94	-	49	-	
EU/EE prevention plan (user companies/external companies)	570	-	691	-	491	-	
Worksite safety/monitoring of external companies	360	_	619	-	323	-	
Analysis of workplace accidents	15	1,410	-	-	-	-	
Explosive atmospheres	56	2,737	113	2,076	99	5,043	
Refrigeration fluids	63	3,236	7	552	32	1,588	
Management of asbestos risks and personnel awareness-raising	1,518	34,660	942	23,415	1,038	25,342	
Prevention of risks related to working in confined spaces/CATEC	690	24,702	128	5,680	234	10,532	
Prevention of risks associated with legionnaires' disease	41	900	227	5,997	118	6,150	
Authorisation to work in proximity to a network (AIPR)	-	-	1,212	41,056	1,328	47,475	
Prevention of road risks	1,036	35,015	428	10,651	150	3,975	
Hazardous products and chemical risks	353	5,100	173	4,977	-	-	
Prevention of risks related to alcohol consumption in the workplace	-	-	23	1,965	_	-	
Radiological and ionising radiation hazards	183	3,750	86	-	119	1,000	
Awareness-raising about psychosocial risks and stress management	2,288	65,000	1,346	38,733	440	10,436	
Road signage and markings	679	10,400	428	4,358	53	-	
Working at height	848	11,895	1,170	13,636	938	13,480	
Training of CHSCT members and chairs	124	5,280	172	11,374	210	7,887	
Work movements and postures/positions and postures	641	9,600	15	-	28	-	
Initial workplace rescue and first aid training and retraining	3,135	34,650	3,099	30,617	3,430	27,900	
Extinguisher operation/awareness raising about fire safety	408	8,360	272	6,449	254	7,558	
Team first aid initial and retraining	1,830	120	5,037	26,252	1,316	500	
Fire Safety Service and Personal Assistance 1 (SSIAP 1) basic + retraining	600	-	428	-	694	1,249	
Fire Safety Service and Personal Assistance 2 (SSIAP 2) basic + retraining	1,095	5,190	450	200	878	4,082	
Fire Safety Service and Personal Assistance 3 (SSIAP 3) basic + retraining	135	-	198	-	282	929	
Training of first aid monitors and instructors	188	_	493	11,850	540	6,190	
Other HSCT training	1,039	15,241	99	3,316	801	-	
TOTAL	41,139	655,684	43,562	582,402	33,700	394,994	





# OTHER WORKING CONDITIONS

EMPLOYEES
WORKING ALTERNATING
SHIFTS OR AT NIGHT

33.3%

Working time is based on the *Aménagement et la Réduction du Temps de Travail* (ARTT) (reorganisation and reduction of working hours) agreement signed on 31 January 2000 (amended on 7 October 2010) and supplemented by the solidarity day agreement of 29 March 2005 and the amendment of 6 November 2008, and taking into account the 14-hour reduction in work time for non-management employees provided for in an additional note.

#### It totals:

- ◆ 1,569 hours per year for non-management employees working office, workshop and semi-continuous schedules;
- ◆ 1,501 hours per year for non-management employees on a continuous schedule;
- ◆ 204 days per year for management employees.

Amendments govern the specific situations of certain employees, notably those in rescue and aircraft firefighting at airports (SSLIA, agreement of 6 April 2001, amended by the agreement of 28 December 2006) and emergency medical services (SMU, agreement of 30 January 2002 and amendment of 22 December 2008).

#### 4.1 WORK DURATION AND REORGANISATION

#### AVERAGE NUMBER OF ANNUAL LEAVE

Office and workshop employees receive 27 business days and employees working continuous or semi-continuous schedules receive 30 days of annual leave.

This number does not take into account a certain number of additional leave days (bonus for days taken outside of the normal period and special holidays).

#### NUMBER OF PUBLIC HOLIDAYS

	2016	2017	2018
Number of public holidays (excluding Saturdays and Sundays)	8	9	9*

<sup>\*</sup> Whit Monday included.

A special Christmas tree celebration day organised by the Works Council is also added.

#### **COMPENSATORY TIME**

The chart below shows the number of employees who received compensatory time off for overtime hours.



#### NUMBER OF PART-TIME EMPLOYEES AT 31 DECEMBER

		2016				2017					2018							
Categories	М	%	F	%	TOTAL	%	М	%	F	%	TOTAL	%	М	%	F	%	TOTAL	%
Manager	15	1.7	57	11.3	72	5.2	12	1.3	53	10.1	65	4.6	9	1.0	55	10.3	64	4.4
Upper-level supervisor	34	2.4	110	13.9	144	6.5	32	2.2	101	12.5	133	5.9	22	1.6	94	11.6	116	5.2
Supervisor	60	4.0	256	25.8	316	12.7	59	4.1	225	23.7	284	11.8	51	3.7	188	20.9	239	10.5
Operational employee	19	6.0	67	30.3	86	16.0	21	6.7	65	31.0	86	16.4	18	6.3	54	32.0	72	15.9
TOTAL	128	3.1	490	19.5	618	9.3	124	3.0	444	17.8	568	8.6	100	2.5	391	16.2	491	7.7

The number of part-time employees decreased by 13.6% in 2018 compared to 2017. The most significant decrease in 2018 was in the number of part-time upper-level male supervisors (-31.3%).

48.7% are supervisors (13% are managers).

Most part-time employees are women (79.6% compared to 20.4% of men).

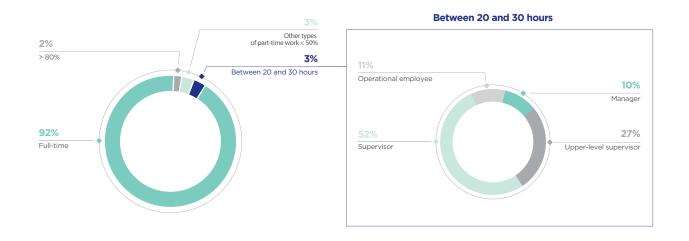


#### Number of part-time employees working between 20 and 30 hours



#### Total number of part-time employees





#### **WORKFORCE MANAGED AT 31 DECEMBER**

Categories	Workforce	Between 20 and 30 hours	Other types of part-time work <= 50%	Other types of part-time work >= 80%	Full-time
Manager	1,449	20	12	32	1,385
Upper-level supervisor	2,222	55	32	29	2,106
Supervisor	2,285	105	117	17	2,046
Operational employee	454	23	45	4	382
TOTAL	6,410	203	206	82	5,919

<sup>42%</sup> of the part-time workforce prefer to work a 50% schedule or less.

## PERCENTAGE OF EMPLOYEES BENEFITING FROM TWO CONSECUTIVE DAYS OFF A WEEK

95%



None of the company's employees benefit from a personalised schedule.



#### 4.2 WORK ORGANISATION AND CONTENT

#### PERSONNEL WORKING ALTERNATING SHIFTS OR AT NIGHT

		20	016		2017				2018			
	М	F	TOTAL	%**	М	F	TOTAL	%**	M	F	TOTAL	%**
Paris-Orly	430	255	685	25	428	249	677	26	408	223	631	25
Paris-Charles De Gaulle*	945	548	1,493	43	945	536	1,481	43	924	510	1,434	39
Paris-Le Bourget	45	3	48	34	46	3	49	34	46	3	49	35
Autres terrains et divers*	21	8	29	9	20	5	25	7	18	-	18	53
TOTAL	1,441	814	2,255	34	1,439	793	2,232	34	1,396	736	2,132	33

<sup>\*</sup> In 2018, registered office staff working alternating schedules or at night were accounted for at Paris-Charles de Gaulle (in 2016 and 2017, they were recorded in "Other locations and miscellaneous").

### PERSONNEL IN POSITIONS WITH ALTERNATING SCHEDULES OR WORKING AT NIGHT (>= 50 YEARS OLD)

2016	871
2017	916
2018	956

<sup>\*\*</sup>Percentage of the workforce managed at 31 December.



#### 4.3 PHYSICAL WORKING CONDITIONS

#### MEDICAL MONITORING - PHYSICAL WORKING CONDITIONS (NOISE EXPOSURE)

	2016	2017	2018
Number of people exposed to more than 86 dB on a regular basis	579*	890*	801*

<sup>\*1</sup>Excerpt from the database of employees exposed to hazards. New noise measures are in effect resulting in a new mapping of the sectors in question.

#### NUMBER OF SAMPLES TAKEN, ANALYSES OF TOXIC PRODUCTS AND MEASUREMENT

	Number o	f samples	taken	Number of analyses			
	2016	2017	2018	2016	2017	2018	
Drinking water (meters and distribution points)	724	948	919	12,696	16,679	16,182	
Drinking water supply	356	343	306	6,408	6,174	5,508	
Sanitation hot water in buildings	365	393	408	365	393	408	
Central cooling towers	54	62	42	68	72	48	
Rainwater	629	518	470	8,819	7,128	6,658	
Wastewater	176	189	226	2,839	3,367	5,613	
Groundwater	214	194	228	3,271	3,086	6,651	

#### 4.4 TRANSFORMATION OF WORK ORGANISATION

A teleworking system was installed at Aéroports de Paris in 2017.

#### NUMBER OF EMPLOYEES TELEWORKING

2017	2018
Employees who have worked remotely* 765	1,181

<sup>\*</sup> Teleworking governed by a convention.

Other types of teleworking (occasional, exceptional and for medical reasons) are not included.

#### 4.5 EXPENDITURE TO IMPROVE WORKING CONDITIONS

#### SAFETY AND WORKING CONDITIONS IMPROVEMENT EXPENDITURE

	2016	2017	2018
Expenditure (in euros)	15,480,975	17,548,000	18,080,850
Rate of completion of the programme presented the previous year	NA	NA	NA

#### 4.6 OCCUPATIONAL MEDICINE

#### MEDICAL SUPERVISION - OCCUPATIONAL HEALTH

	2016	2017	2018
Number of employees regularly undergoing a medical examination	5,414	2,280	1,669
Employees subject to stepped-up medical supervision	2,202	2,279	1,935
Number of additional examinations	1,987	2,170	2,601
Percentage of time spent by the occupational physician on analysis and direct involvement in the working environment	NA*	NA*	NA*

<sup>\*</sup> ADP's occupational health department is not able to provide a precise percentage of time spent on analysis and direct involvement in the working environment.

#### 4.7 UNSUITED EMPLOYEES

#### NUMBER OF EMPLOYEES DEFINITIVELY UNSUITED TO HOLD THEIR POSITIONS

	2016	2017	2018
Number of employees declared definitively unsuited for their position by the occupational physician	6	7	28
Number of employees reclassified in the company due to unsuitability	29	26	5
TOTAL	35	33	33





### **TRAINING**



4,965 employees took one or more training courses in 2018.

Professional training enables adaptation to changes in work organisation, technological advances, changes in managerial culture and practices and it contributes to developing new skills.

As part of the sandwich course policy, 26 people on professional training contracts and 188 people on apprenticeship contracts were present at 31 December 2018.

The amount spent on training was €16.5 million.

## 5 TRAINING

#### 5.1 CONTINUING VOCATIONAL TRAINING

#### PERCENTAGE OF PAYROLL DEDICATED TO TRAINING



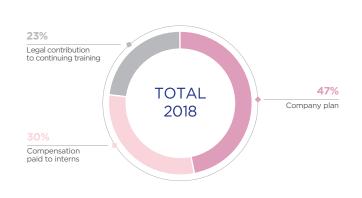
1.6% for companies with 20 employees or more: 0.50% "professional training and DIF" (individual right to training) paid to the OPCA, 0.20% "CIF" (personal training leave) paid to Fongecif, 0.9% "balance", including the training plan, a portion of which is managed by the OPCA.

#### TOTAL EXPENDITURE DEDICATED TO CONTINUING TRAINING (in € millions)

	2016	2017	2018
Company plan - training course expenses and operating costs	9.5	7.7	7.8
Compensation paid to interns	6.3	5.3	5.0
TOTAL	15.8	13.0	12.7
Training of young people - financing of professional training*	-	-	-
Funding of individual training leave*	-	-	-
Legal contribution to continuing training	3.6	3.7	3.8
TOTAL	19.4	16.7	16.5

<sup>\*</sup> Payments to certified organisations.

#### BREAKDOWN OF EXPENDITURE FOR 2018 (in %)





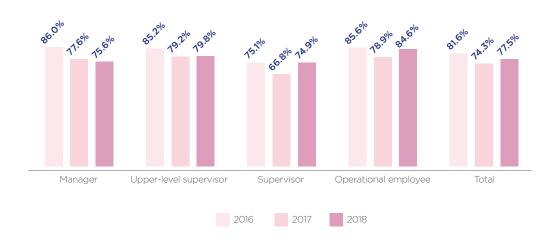


#### NUMBER OF INTERNS\*

	Manager		Upper-level supervisor			S	Supervisor		Operational employee			TOTAL			
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Male	744	685	690	1,212	1,211	1,180	1,172	1,066	1,077	361	276	249	3,489	3,238	3,196
Female	457	422	406	665	559	593	697	537	635	234	138	135	2,053	1,656	1,769
TOTAL	1,201	1,107	1,096	1,877	1,770	1,773	1,869	1,603	1,712	595	414	384	5,542	4,894	4,965

<sup>\*</sup> The same intern can take one or more training courses.

#### Percentage of employees who took a training course by professional category



#### Percentage of employees who took a training course by gender





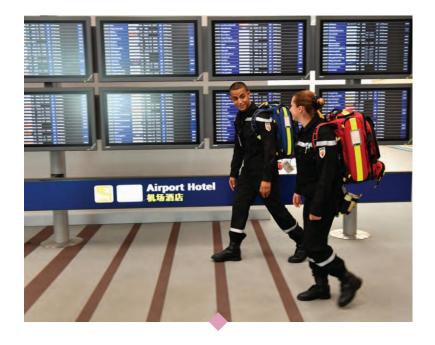
# 5 TRAINING

#### Average number of training courses by professional category



# Average number of training courses by gender







#### NUMBER OF COURSE HOURS FOR PAID AND UNPAID TRAINING

All training is carried out during working hours and are paid hours.

#### Breakdown by type of training

	Trai	ning leave		Co	mpany plar	n .	TOTAL			
	2016	2017	2018	2016	2017	2018	2016	2017	2018	
Number of hours	3,954	6,719	1,504	160,888	125,485	124,532	164,842	132,204	126,036	
%	2.4	5.1	1.2	97.6	94.9	98.8	100.0	100.0	100.0	

#### Average number of training hours by course and by professional category



#### Average number of training hours by employee





# 5 TRAINING

#### 5.2 TRAINING LEAVE

#### BREAKDOWN OF TRAINING LEAVE HOURS BY PROFESSIONAL CATEGORY (CIF)

	Manager		Upper-level supervisor			Supervisor			Operational employee			
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Rate (in %)	-	21	43	12	4	2	63	29	51	25	45	5

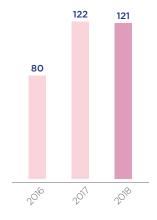
#### OTHER TRAINING FIGURES

	2016	2017	2018
Employees benefiting from paid training leave	6	7	5
Employees benefiting from unpaid training leave	-	1	0
Personal training leave refused by Fongecif (budget reasons)	2	15	11
Skills assessment leave	4	1	2
Apprenticeship contracts at 31 December	108	168	188
Personal contracts (professional training)	31	22	26
Hours absent for union training*	625	907	892

 $<sup>^{\</sup>ast}$  The cost of these absences is not allocated to the training budget.

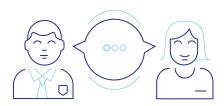
#### 5.3 APPRENTICESHIP

#### NUMBER OF APPRENTICESHIP CONTRACTS SIGNED DURING THE YEAR









# PROFESSIONAL RELATIONSHIPS



The company pays special attention to social dialogue and encourages collective bargaining.

Eight collective agreements were negotiated and signed in 2018 for:

- reorganisation of work time;
- profit-sharing;
- organisation procedures with the employee representatives (IRP);
- preparation for CSE (Social and Economic Committee) implementation.

#### 6.1 EMPLOYEE AND UNION REPRESENTATIVES

The elections for employee and union representatives were held in April 2017.

#### ELECTION OF PERSONNEL REPRESENTATIVES (VOTING EVERY TWO YEARS)

#### **Collegial participation**

	Firs	First college			ond college	е	TOTAL		
	2013	2015	2017	2013	2015	2017	2013	2015	2017
Registered	1,086	825	712	6,308	6,261	6,029	7,394	7,086	6,741
Voting	486	434	436	3,700	3,845	3,936	4,186	4,279	4,372
Number of votes	477	415	422	3,608	3,744	3,834	4,085	4,159	4,256
Participation %	44.75	52.61	61.24	58.66	61.41	65.28	56.61	60.39	64.85

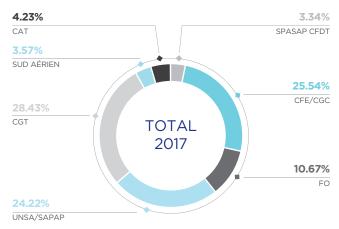
#### Results obtained by each union

	Number of votes						
Organisations	2013	2015	2017				
SPASAP CFDT	199	147	142				
CFE/CGC	922	965	1,087				
CFTC	154	80	-				
FO	498	463	454				
UNSA/SAPAP	754	978	1,031				
CGT	1,422	1,360	1,210				
SUD AÉRIEN	105	166	152				
Unaffiliated list	31	-	-				
CAT	-	-	180				
TOTAL	4,085	4,159	4,256				

	(in %)					
Organisations	2013	2015	2017			
SPASAP CFDT	4.87	3.54	3.34			
CFE/CGC	22.57	23.20	25.54			
CFTC	3.77	1.92	-			
FO	12.19	11.13	10.67			
UNSA/SAPAP	18.46	23.52	24.22			
CGT	34.81	32.70	28.43			
SUD AÉRIEN	2.57	3.99	3.57			
Unaffiliated list	0.76	-	-			
CAT	-	-	4.23			
TOTAL	100.00	100.00	100.00			



## Percentage of votes obtained in 2017 compared to the number of votes





#### Union membership of the elected

	201	3	201	5	2017		
Organisations	Incumbents	Substitutes	Incumbents	Substitutes	Incumbents	Substitutes	
SPASAP CFDT	3	3	1	2	1	1	
CFE/CGC	12	12	12	12	14	13	
CFTC	1	2	-	-	-	-	
FO	7	7	6	7	6	6	
UNSA/SAPAP	11	10	15	14	14	14	
CGT	23	22	21	20	17	17	
SUD AÉRIEN	1	1	2	2	1	1	
Unaffiliated list	-	1	-	-	-	-	
CAT	-	1	-	-	1	2	
TOTAL	58	59	57	57	54	54	

#### WORKS COUNCIL ELECTIONS (VOTE EVERY TWO YEARS)

#### **Collegial participation**

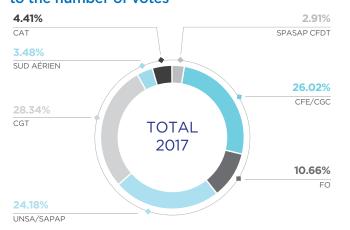
	Fi	First college		Second college			Third college			TOTAL		
	2013	2015	2017	2013	2015	2017	2013	2015	2017	2013	2015	2017
Registered	1,086	825	712	4,944	4,844	4,663	1,364	1,417	1,366	7,394	7,086	6,741
Voting	488	436	436	2,818	3,014	3,071	885	840	872	4,191	4,290	4,379
Number of votes	479	416	421	2,744	2,946	2,992	867	815	846	4,090	4,177	4,259
Participation %	44.94	52.85	61.24	57.00	62.22	65.86	64.88	59.28	63.84	56.68	60.54	64.96

#### Results obtained by each union

	Number of votes						
Organisations	2013	2015	2017				
SPASAP CFDT	189	111	124				
CFE/CGC	911	973	1108				
CFTC	132	70	-				
FO	519	471	454				
UNSA/SAPAP	780	1,040	1,030				
CGT	1,436	1,341	1,207				
SUD AÉRIEN	88	171	148				
Unaffiliated list	35	-	-				
CAT	-	-	188				
TOTAL	4,090	4,177	4,259				

TOTAL	100.00	100.00	100.00					
CAT	_	_	4.41					
Unaffiliated list	0.86	-	-					
SUD AÉRIEN	2.15	4.09	3.48					
CGT	35.11	32.10	28.34					
UNSA/SAPAP	19.07	24.90	24.18					
FO	12.69	11.28	10.66					
CFTC	3.23	1.68	-					
CFE/CGC	22.27	23.29	26.02					
SPASAP CFDT	4.62	2.66	2.91					
Organisations	2013	2015	2017					
		(in %)						

#### Percentage of votes obtained in 2017 compared to the number of votes





#### Union membership of the elected

	201	13	201	5	2017		
Organisations	Incumbents	Substitutes	Incumbents	Substitutes	Incumbents	Substitutes	
SPASAP CFDT	-	-	-	-	-	-	
CFE/CGC	5	5	5	5	5	5	
CFTC	-	-	-	-	-	-	
FO	2	2	2	2	2	2	
UNSA/SAPAP	3	3	5	4	4	4	
CGT	8	8	6	7	7	7	
SUD AÉRIEN	-	-	-	-	-	-	
Unaffiliated list	-	-	-	-	-	-	
CAT	-	-	-	-	-	-	
TOTAL	18	18	18	18	18	18	

#### ELECTION OF THE MEMBERS OF THE BOARD OF DIRECTORS (VOTE EVERY 5 YEARS)\*

#### Participation by category\*\*

	1	Manager		Other employees		Other employees <b>TOTAL</b>			
	2004	2009	2014	2004	2009	2014	2004	2009	2014
Registered	1,070	1,593	1,676	7,006	9,563	7,163	8,076	11,156	8,839
Voting	514	720	716	2,825	2,901	2,545	3,339	3,621	3,261
Number of votes	502	710	705	2,746	2,833	2,496	3,248	3,543	3,201
Participation %	48.04	45.20	42.06	40.32	30.34	34.85	41.34	32.46	36.21

<sup>\*</sup> The law of 25 July 1983 on the democratisation of the public sector (Article 11) increased the mandate of Board of Directors' members to five years.

\*\* Voters combined into a single electoral body in 1984. The votes of managers must be counted separately to enable the allocation of the seat reserved for this category.



#### Results obtained for each union

	Number of votes			
Organisations	2004	2009	2014	
CFDT	341	345	229	
CFE/CGC	685	601	782	
CFTC	172	298	-	
CGT	880	1,355	1,038	
UNSA/SAPAP	407	509	662	
FO	763	435	490	
TOTAL	3,248	3,543	3,201	

2004	2009	2014
		_
10.50	9.74	7.15
21.09	16.96	24.43
5.30	8.41	-
27.09	38.24	32.43
12.53	14.37	20.68
23.49	12.28	15.31
100.00	100.00	100.00
	21.09 5.30 27.09 12.53 23.49	21.09 16.96 5.30 8.41 27.09 38.24 12.53 14.37 23.49 12.28

(in %)

#### Percentage of votes obtained in 2014 compared to the number of votes





#### Union membership of the elected

Organisations	2004	2009	2014
CFDT	1	-	-
CFE/CGC	1	1	2
CFTC	-	-	-
CGT	2	3	2
UNSA/SAPAP	1	1	1
FO	2	1	1
TOTAL	7	6	6

#### USE OF HOUR CREDITS AND UNION ABSENCES

#### Overall volume of hour credits used

	2016	2017	2018
TOTAL	128,460	124,402	123,943

#### NUMBER OF ANNUAL MEETINGS WITH PERSONNEL REPRESENTATIVES

	2016	2017	2018
Personnel representatives	12	12	12
Works Council	25	28	27
Commissions	14	11	30
Union representatives	44	57	55
Union/management working groups	48	44	62
Personnel representatives on the Board of Directors	13	12	8





#### **UNION TRAINING**

#### Breakdown of the number of beneficiaries and number of days by union

		Number of beneficiaries			Num	nber of days	
		2016	2017	2018	2016	2017	2018
	CFDT	6	1	1	13	2	3
	CFTC	-	-	-	-	-	-
Financial, social	CFE/CGC	1	1	6	1	2	11
	CGT	51	38	27	58	105	98
and union training courses	FO	2	2	1	10	10	5
	UNSA/SAPAP	-	-	-	-	-	-
	SUD AÉRIEN	-	1	-	-	5	-
	TOTAL	60	43	35	82	119	117

#### SIGNING DATES AND PURPOSE OF THE AGREEMENTS SIGNED

- Collective agreement extending the maximum daily working time in some situations, signed on 3 January 2018 by UNSA/ SAPAP, CFE/CGC and FO.
- Collective agreement on video-conferencing for meetings with employee representatives, signed on 7 February 2018 by CFE/ CGC, CGT and FO.
- Amendment no. 1 on the donation of days, signed on 3 May 2018 by CFE/CGC, CGT, FO and UNSA/SAPAP.
- Amendment no. 1 to the scope of local CHSCTs and the Comité Transversal d'Aéroports de Paris, signed on 14 June 2018 by the WC secretary.
- 2018-2020 incentive agreement signed on 18 June by CFE/CGC and UNSA/SAPAP.
- ◆ General agreement to implement the Social and Economic Committee, signed on 31 July 2018 by CFE/CGC, CGT and UNSA/SAPAP.
- Collective agreement on the adjustment of the WC consultation deadline (CDG dossier 2020), signed on 3 September 2018 by CGT and CFE/CGC. This agreement ended on 26 October 2018.
- Amendment no. 2 revising the agreement on the reorganisation and reduction of work time, signed on 7 December 2018 by CFE/CGC and UNSA/SAPAP.

#### 6.2 INFORMATION AND COMMUNICATION



### NUMBER OF HOURS DEDICATED TO PERSONNEL MEETINGS

Bodies	No. of hours
WC	2,153
DP	1,384
Specialised committees	542
Union representatives	859
CHSCT	2,009
TOTAL	6,948

#### HOSTING PROCEDURES

#### Hosting of interns and apprentices

Aéroports de Paris hosts a large number of trainees and apprentices. They take part in the company's professional life based on their skills and goals. As part of the sponsored internships and apprenticeship contracts, the missions offered enable students to discover the company and its business lines by giving them the opportunity to put into practice what they have learned in training and to enhance their skills. Intern and apprentice programmes are run by the departments, which provide them with information about their activities and the company (missions, organisation, results)

#### Reception of new hires

After new hires under permanent contracts are welcomed and integrated in the department and division, a two-day course about the company is provided by the Training Department.

Employees with fixed-term contracts and those on end-of-studies internships for at least six months in the company can register at the request of their department.

This training is intended to present the missions, organisation, activities and business lines of Aéroports de Paris, the air transport sector, the airport world, etc.

Presenters from the company describe their activities and inform the new hires about Aéroports de Paris' challenges: its strategy, safety at work, its environmental policy, the customer quality approach, etc.

Commented tours of the Paris-Charles de Gaulle and Orly airports introduce the new hires to Aéroports de Paris' two main airports.



#### UPWARD AND DOWNWARD COMMUNICATION PROCEDURE

Support	Frequency	Manager	Upper-level supervisor	Supervisor	Operational employee
Intranet - News	Variable	Х	Х	Х	×
"Connexion" company newspaper	10/year + special issues	X	×	Х	X
HR news	7/year	X	X	X	Х
Infodif - Outlook	Variable	X	X	X	×
Activity and sustainable development report	1/year	Χ .	on	demand	
2016-2020 strategic plan Strategy-Intranet papers	Every 5 years	X	X	X	×
Employee savings books and documentation	Variable	X	X	X	×
Intranet - Press excerpts	Daily	X	X	X	×
Administrative bulletin board	Permanent	X	X	X	X
Memorandums	Variable	X	X	X	X
Welcome manual for new hires	Variable	X	X	X	×
Annual Management and Upper-level Supervisor agreements	Annual	X	X	-	-
Innov'idées	Annual	Х	Х	X	Х

#### INDIVIDUAL REVIEW SYSTEMS

Individual reviews are conducted annually for managers and non-managers. They provide an opportunity to review the past year and to set the operational challenges and objectives for the coming year. A computer programme enables analysis.

In addition to hiring interviews, every employee is entitled to meet with their management, a Human Resources Department manager or a social worker regarding personal concerns (family, housing, social problem, training, retirement, etc.).

#### 6.3 DISPUTES REGARDING THE APPLICATION OF LABOUR LAW

Procedures	2016	2017	2018
Use of non-judicial solutions during the year	-	1*	-
Judicial procedures entered into during the year claiming that the company is at fault	11	13	3
Notices and reports from the health and safety inspector during the year	0	0*	1

<sup>\*</sup> Subject to the existence of elements unknown to the DJA.





# OTHER LIVING CONDITIONS INVOLVING THE COMPANY



Three housing assistance loans were granted in 2018.

54 new homes underwritten by Aéroports de Paris are now occupied by employees.

404,219 meals were served to Aéroports de Paris employees in the five restaurants managed by the Works Council.

The amount of the subsidy paid to the Works Council for sociocultural activities totalled €12.3 million.

#### 7.1 SOCIAL ACTIVITIES

#### **HOUSING**

The company is subject to the PEEC (Participation des Employeurs à l'Effort de Construction - Employer contribution to construction) in the amount of €1.66 million used for the benefit of employees to reserve rental housing and for home ownership loans.

#### Reservation of rental programme housing

	2016	2017	2018
Underwriting	88	86	54
Total homes underwritten by ADP from 1956 to the year in question*	2,357	2,443	2,497
Homes occupied at 31 December*	1,509	1,593	1,647

<sup>\*</sup> The difference between the number of homes occupied and the number of homes underwritten corresponds to the homes definitively made available to the collector organisations.



## Aid for the financing of housing acquisition or improvement

Loans with a 1% interest rate repayable over maximum 20 years are granted to employees on proposal from the Joint Housing Committee.

Employees who are not eligible for the 1% loan because their request does not meet the regulation criteria can, however, receive other loans up to €20,000 which do not have a 1% interest rate.

#### Total amount spent for personnel housing assistance

		2016	2017	2018
Homes underwritten		1.68	1.60	1.03
	Housing action	0.35	0.33	0.80
Loans granted	Non-housing action	0.04	0.00	0.00
	PASS loans (works, mobility, etc.)	0.21	0.53	0.25
Amount of bonuses granted		0.02	0.01	0.00
TOTAL EXPENDITURE (IN €M)		2.30	2.47	2.08

PASS loans, outside of the housing action, and bonuses are in addition to the PEEC.





#### WORKS COUNCIL BUDGET (SOCIAL, CULTURAL AND SPORT ACTIVITIES)



The subsidy paid to the Works Council includes:

- the subsidy for social, cultural and sport activities which accounts for 1.65% of the gross taxable payroll (MSBI), i.e. €6,620,689 in 2018;
- the legal subsidy of 0.2% of the MSBI is paid for operations, i.e. €802,507 in 2018;
- additional contributions in the amount of €1,820,115 in 2018, corresponding to the payment of other expenses.



#### STAFF RESTAURANTS

#### Number of restaurants available to the personnel

	2016	2017	2018
Registered office*	1	-	-
Paris-Orly	5	5	5
Paris-Charles de Gaulle	7	7	7
Paris-Le Bourget	1	1	1
Other locations	-	-	-
TOTAL	14	13	13

<sup>\*</sup> The new registered office has a cafeteria open from 7.30am to 3.00pm that serves fast food.

#### Restaurants managed by the Works Council

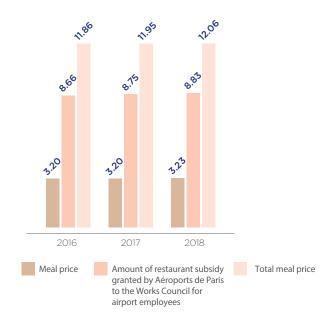
	2016	2017	2018
Registered office	1	-	-
Paris-Orly	3	3	3
Paris-Charles de Gaulle	2	2	2
TOTAL	6	5	5

#### Restaurants managed by the Works Council, total number of meals served annually

	2016	2017	2018
Registered office	38,390	7,371	-
of which, Aéroports de Paris employees	35,901	6,898	-
Paris-Orly	380,533	334,086	359,565
of which, Aéroports de Paris employees	264,041	224,892	252,575
Paris-Charles de Gaulle	415,133	309,622	233,369
of which, Aéroports de Paris employees	220,498	192,058	151,644
TOTAL	834,056	651,079	592,934
OF WHICH, AÉROPORTS DE PARIS EMPLOYEES	520,440	423,848	404,219



#### Restaurants managed by the Works Council, price of Aéroports de Paris meals (in euros)





#### Restaurants managed by a concession holder

	2016	2017	2018
Registered office	-	-	-
Paris-Orly	2	2	2
Paris-Charles de Gaulle	5	5	5
Paris-Le Bourget	1	1	1
Other locations	-	-	-
TOTAL	8	8	8

#### Restaurants managed by a concession holder, total number of meals served annually

	2016	2017	2018
Paris-Orly	75,426	73,376	80,233
of which, Aéroports de Paris employees	34,822	32,780	30,326
Paris-Charles de Gaulle	271,352	414,632	508,464
of which, Aéroports de Paris employees	71,659	109,867	137,968
Paris-Le Bourget	51,649	55,000	47,913
of which, Aéroports de Paris employees	13,120	13,496	10,973
TOTAL	398,427	543,008	636,610
OF WHICH, AÉROPORTS DE PARIS EMPLOYEES	119,601	156,143	179,267

Restaurants managed by Eurest.



The restaurants managed by Air France bill the government offices and companies that use them directly. As a result, we can only provide figures for ADP personnel.

	2016	2017	2018
Paris-Orly	23,950	20,159	18,625
Paris-Charles de Gaulle	84,277	81,151	79,745
Paris-Le Bourget	-	-	-

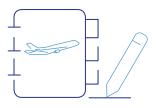
#### OTHER SOCIAL CHARGES (in millions of euros) 7.2

	2016	2017	2018
Complementary insurance (welfare)*	6.33	5.41	5.22
Mandatory health coverage scheme*	2.96	2.96	2.93
Supplementary pension schemes***	4.33	4.29	4.26
Supplementary pensions****	32.25	33.00	33.94
Actual cost of participation in mutual insurance contributions, i.e. (closed retiree group)	3.32	3.19	3.08



<sup>\*</sup> AXA/CHUBB welfare scheme.
\*\* Mutual insurance for employees (Humanis) health cover.
\*\*\* Article 83 supplementary pension (CNP).
\*\*\*\* AGIRC ARRCO and AGFF contributions.





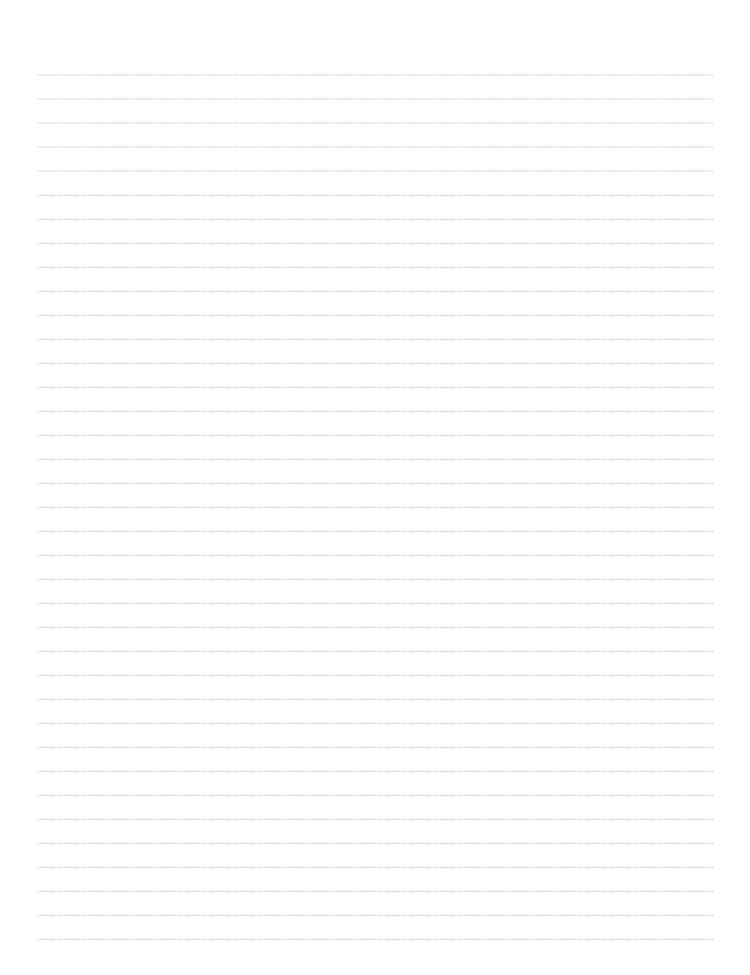
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The Aéroports de Paris 2018 Social Report has prepared in accordance with the French Labour Code (Articles L. 2323-20 et seq.)
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