

GROUPE ADP- SASB 2020 DISCLOSURE
Services sector - Professional and commercial services

Table 1. Sustainability Disclosure Topics & Accounting Metrics						
SASB Code	Accounting Metric	Category	Unit of measure	Reported	Groupe ADP's disclosures	Comments
Data Security						
SV-PS-230a.1	Description of approach to identifying and addressing data security risks	Discussion and Analysis	n/a	/	<p>In view of the challenges of availability of critical systems, confidentiality and data integrity of its own or entrusted to it by customers, suppliers or partners, Groupe ADP has for many years initiated actions plan aimed at strengthening the security of its information systems while relying on a dedicated policy and governance.</p> <p>The Group's cybersecurity activity is more particularly focused on monitoring and rapidly reacting to cyber-malicious acts. In addition to a comprehensive set of up to date cyber-attacks protection devices and software, we have a Security Operations Center to monitor, analyze, react and deal with cyber threats on our information systems.</p>	/

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SV-PS-230a.2	Description of policies and practices relating to collection, usage, and retention of customer information	Discussion and Analysis	n/a	/	<p>Concerning any type of information, including Confidential Business Information: see "Information Protection Policy Group". Click here to view (only in french)</p> <p>Concerning Personally Identifiable Information: see "Personal Data Protection Policy Group". Click here to view (only in french):</p> <ul style="list-style-type: none"> - This policy describes the principles and the organization allowing to protect personal data in the Groupe ADP, in compliance with the GDPR. - Aéroports de Paris keeps a register that describes each processing of personal data (purposes, legal foundations, categories of data used, data sources and recipients, retention periods, security measures, subcontractors, transfers outside the EU. ...). GDPR compliance is monitored, on the methods of informing data subjects, collecting their consent when necessary, respecting their rights over their data, etc. - Aéroports de Paris's register contains 236 active processes. 	GDPR (General Data Protection Regulation) : European regulation on personal data protection

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					<p>- A method of analyzing the impact on data protection (Privacy Impact Assessment - PIAs) is defined and operational in the group. These analyses are carried out for processing operations identified as sensitive (in relation to criteria defined by the GDPR or because they appear in the list of processing operations identified by the CNIL as requiring a PIA).</p> <p>-Our website has a "personal data" page (click here to view) presenting the main processing of personal data carried out on the data of passengers, customers and candidates (people who are customers of the site)</p> <p>-Each person can send his requests to exercise rights over this data and receive a response within the regulatory deadlines, either to the email or postal address of the data protection officer, or by using the form only in french (click here to view)</p>	
SV-PS-230a.3	(1) Number of data breaches, (2) percentage involving customers' confidential business information (CBI) or personally	Quantitative	Numbers Percentage (%)	/	In 2020, no violation of Personally Identifiable Information has been detected on our Information System. 2 violations in Information System belonging to our subcontractors have been reported by them with no Aéroports de Paris customers data breach	CNIL (Commission Nationale de l'Informatique et des Libertés) : French data protection authority

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	identifiable information (PII), (3) number of customers affected				We have a procedure for analyzing personal data breaches, which allows us to assess the risks for people whose data is concerned. At a minimum, any personal data violation detected is entered in our personal data violation register. Depending on their severity, they are also notified to the CNIL, as well as to the people concerned	
Workforce, Diversity & Engagement						
SV-PS-330a.1	Percentage of gender and racial/ethnic group representation for (1) executive management and (2) all other employees	Quantitative	Percentage (%)	Yes	See 2020 Universal Registration Document – Human Resources part 15.2 - gender equality in the workplace (page 158) - and Social indicators for the Group (page 165)	No racial / ethnico data (The collection of ethnicity data is banned in France)
SV-PS-330a.2	(1) Voluntary and (2) involuntary turnover rate for employees	Quantitative	Rate	Yes	(1) 2,81 % - (2) 0,21% Aéroports de Paris	/
SV-PS-330a.3	Employee engagement as a percentage	Quantitative	Percentage (%)	Yes	See 2020 URD Human Resources part - Support for the transformation and consideration of psychosocial risks - Great Place to Work barometer results (page 163)	/
Professional Integrity						
SV-PS-510a.1	Description of approach to	Discussion and Analysis	n/a	/	Informations about Ethics and compliance program for ADP Group:	In complement:

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	ensuring professional integrity				<p>-Website (click here to view)</p> <p>-Code of conduct available in 7 languages (click here to view)</p> <p>-Whistleblowing system available to all employees of the Group and those of our suppliers / partners (click here to view)</p> <p>- See 2020 URD (pages 8, 13, 15, 155, 164, 178)</p>	<p>-Different existing procedures for ethics and compliance: gifts and hospitalities, conflicts of interest</p> <p>-An annual Ethics and compliance survey to measure the appropriation of the approach and notoriety/confidence in the whistleblowing system</p>
SV-PS-510a.2	Total amount of monetary losses as a result of legal proceedings associated with professional integrity	Quantitative	Reporting currency	/	0	/

Table 2. Activity Metrics

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SV-PS-000.A	Number of employees by: (1) full-time and part-time, (2) temporary, and (3) contract	Quantitative	Number	Yes	URD 2020 HR part - social indicators table (page 165)	/
SV-PS-000.B	Employee hours worked; percentage billable	Quantitative	Hours, Percentage (%)	Yes	6 010 157 hours for Aéroports de Paris	/