



Supplier Code of Conduct

Höegh Autoliners group and its Employees are held to the highest standards of Professionalism, Ethical Behavior and Adherence to the Law.

These same standards are expected of the Höegh Autoliners suppliers. This Supplier Code of Conduct is intended to establish a foundation for the crucial relationships Höegh Autoliners forges with its suppliers. Höegh Autoliners requires strict adherence to the following elements by all suppliers and any company seeking to do business with Höegh Autoliners.

Höegh Autoliners has made a firm commitment to these standards and expects all its suppliers and sub-suppliers to adopt and take aggressive measures to achieve the same level of conduct committed to by Höegh Autoliners. With a joint level of participation, Höegh Autoliners and our suppliers can go further, together.

Andreas Enger
CEO

Work Environment

CHILD LABOUR

Höegh Autoliners Suppliers and its sub suppliers must have a zero tolerance for child labour.

The minimum age of all workers must meet or exceed local laws for employment age and must comply with International Labour Organization (ILO) regulations.

FORCED LABOUR AND HUMAN TRAFFICKING

Höegh Autoliners prohibits trafficking in persons and slavery. Höegh Autoliners contractors, subcontractors, vendors, suppliers, partners and others through whom Höegh Autoliners conducts business must not engage in any practice that constitutes trafficking in persons or slavery and shall have policies and processes in place to prevent trafficking, modern slavery and forced labour throughout its supply chain.

Höegh Autoliners has undertaken actions, and is committed to maintaining and improving its systems and processes, in addition to eradicate human trafficking and slavery in its direct supply chain.

HARASSMENT

Höegh Autoliners Suppliers and its sub-suppliers will offer a workplace, which respects the dignity and human rights of all employees. In no event shall employees be subject to physical, sexual or verbal harassment.

Furthermore, no employee shall be held to corporal punishment or use of monetary penalties as an act of punishment. All Höegh Autoliners Suppliers and its sub-suppliers shall treat its employees with respect and courtesy and shall not discriminate or harass other employees based on race, religion, colour, nationality, gender, age, disability, military status, sexual orientation or any other statute protected by law.

HOURS OF WORK

Höegh Autoliners Suppliers and its sub-suppliers will ensure that its employees working hours per week, inclusive of overtime, comply with local laws governing regular work hours and overtime work hours.

WAGE AND BENEFITS

Höegh Autoliners Suppliers and its sub-suppliers will pay their employees on a regular interval and in a timely manner, no less than the minimum compensation required by local laws inclusive of regular wages, overtime pay and benefits that are legally mandated.

FREEDOM OF ASSOCIATION

Höegh Autoliners Suppliers and its sub-suppliers are expected to recognize and respect the right of employees to freedom of association and collective bargaining

Health and Safety

Höegh Autoliners suppliers and its sub-suppliers shall identify, assess, and control its and its employees' exposure to occupational health and safety hazards, and comply with all relevant health and safety laws, rules and regulations. Höegh Autoliners suppliers and its sub-suppliers will ensure that their employees have a safe and healthy work environment that meet all local laws and regulations.

All suppliers must provide their employees with required job-related safety equipment with instructions on its proper use. The supplier is responsible for ensuring that the equipment is appropriately maintained and replace non-compliant equipment.

The suppliers shall identify and assess potential emergency situations relevant to the services provided and deploy adequate safety measures.

Supplier employees shall have the right to refuse unsafe work and to report unhealthy working conditions.

Environment

Höegh Autoliners gives the utmost respect for the environment and expects its suppliers and its subsuppliers to conduct their operations in the highest of environmental standards while at minimum complying with international, local and regional laws and regulations regulating environmental controls, emissions and sourcing of materials. Suppliers are expected to monitor and assess the environmental impact of their activities with the purpose identifying aspects which may be improved in order to reduce their environmental footprint.

All suppliers shall obtain, keep current and comply with all required environmental permits. Suppliers must comply with any reporting requirements of applicable permits and regulations.

Höegh Autoliners expects that changes or trends in each local law should be anticipated and considered, and encourage all suppliers to take a precautionary approach to environmental challenges. All suppliers should monitor, track and take active measures to limit the use of energy, raw materials and natural resources, and to ensure minimum impact on air, soil and water quality.

All suppliers must have adequate control over of all hazardous substances handled and suppliers handling chemicals must have appropriate measures in place to ensure adequate handling.

Suppliers shall exercise due diligence with respect to sourcing, extraction and handling of raw materials.

Höegh Autoliners encourages all suppliers to seek out and prefer environmentally friendly solutions and/or technology when possible.

Höegh Autoliners' suppliers shall commit to applying best practices in environmental management in its operations (including energy and resource efficiency, waste reduction, recycling and sustainable resources).

Ethical Standards

GIFTS, FAVORS, AND IMPROPER PAYMENTS

Höegh Autoliners will conduct its business affairs fairly and impartially in an ethical and proper manner. Business decisions made by suppliers of Höegh Autoliners should be made on the basis of quality, service, price and similar competitive factors.

Höegh Autoliners Suppliers must avoid any decisions that are, or give the appearance that, any decisions are or were influenced by business courtesies. A business courtesy is a gift or favour for which fair market value is not paid by the recipient. It might be a tangible or intangible benefit and would include, but is not limited to, such items as meals, drinks, entertainment, all forms of hospitality, recreation, transportation, discounts, tickets, passes, promotional material and the recipient's use of the donor's time, material or equipment.

Social amenities customarily associated with legitimate business relationships are permissible. These include the usual forms of entertainment such as lunches or dinners as well as occasional gifts of modest value. While it is difficult to define "customary," "usual" or "modest" by stating a specific amount, common sense should dictate what would be considered extravagant or excessive. Suppliers must not accept anything that would influence or is intended to influence their exercise of their independent judgment in pursuit of the best interests of Höegh Autoliners. If a disinterested third party would be likely to infer that it affected our judgment, then it is too much. All of our business dealings must be on arms-length terms and free of any favourable treatment resulting from the personal interest of any employee.

BRIBERY AND INTEGRITY

Höegh Autoliners Suppliers and its sub-suppliers will not engage in any corruption, bid-rigging, kickbacks, bribery to government or ranking officials in connection to business related to supplying of Höegh Autoliners product or services. All UK Bribery Act requirements and local laws must be abided as a condition of supplying Höegh Autoliners.

Höegh Autoliners Suppliers and its sub-suppliers shall comply with all applicable laws governing competitive practices, such as antitrust and price control laws.

Legal Compliance

COMPLIANCE

Höegh Autoliners suppliers and its sub-suppliers must comply with the law of each country and region inclusive of compliance with competition and export/import law in each country or region.

All suppliers must observe and comply with relevant export control and sanction regimes and monitor changes to ensure compliance over time.

All suppliers to Höegh Autoliners must take reasonable steps to avoid, any conflict of interest (real or apparent) in connection with providing services.

CONFIDENTIALITY

All Höegh Autoliners supplier and its sub-suppliers shall respect Höegh Autoliners proprietary information, obtained by the employee in the performance of his/ her work, preventing misuse, informal discussion or disclosing of such information to unauthorized persons and refrain from, with knowledge, making false or improper records of any document.

MONITORING AND RECORD KEEPING

Höegh Autoliners suppliers and its sub-suppliers will maintain the necessary documentation to support its compliance and will allow Höegh Autoliners the right of inspection and/or review of the respective documentation for assurance of the Höegh Autoliners Code of Conduct.

Höegh Autoliners reserves the right to audit either announced or unannounced any supplier, and the supplier must make available the necessary resources to effectively supply the compliance documentation.

REPORTING MISCONDUCT

In the event of a supplier, sub-supplier, prospective supplier or any other person or group believe that any of the listed elements of the Höegh Autoliners Supplier Code of Conduct have been violated or breached, this person(s) may report such activity with strict confidentiality.

COMPLIANCE CONTACT:

Legal Department
Phone: +47 210 39 000
Höegh Autoliners Head Office:
Drammensveien 134
0212 Oslo, Norway

ENDORSEMENT AND SIGNATURE

The person signing this document on behalf of Representative is authorized to do so and has made diligent investigation of the matters subject of this document.

This Declaration shall be construed as an integral part of the Representation Agreement. Save as amended in this document, the Representation Agreement shall remain in full force and effect.

Company name:

Signature:

Position

Place and Date:

© 2021 Höegh Autoliners group. This code references intentionally internationally accepted principles such as International Labour Organisation's (ILO) International labour standard, OECD Guidelines for Multinational Enterprises and UN Global compact

This Supplier Code of Conduct is not intended to create new or additional rights for any third party.