

## Supplier Code of Conduct

This Supplier Code of Conduct (the “Code”) outlines an ethical and behavioural framework for our suppliers/contractors (herein collectively called “Suppliers”) in Hong Kong and overseas. All Suppliers are required to comply with these guidelines when doing business with Hongkong International Terminals Limited (“HIT”) or its affiliates.

### 1. Legal Requirement

Compliance with all applicable laws and regulations is the fundamental basis of our business relationship.

### 2. Environmental Protection

- As part of our efforts to contribute to sustainability management and further our Environmental Performance, HIT has implemented an Environmental Management System which conforms to the ISO 14001 standard.
- In keeping with the intent of our environmental management standard, we request all our Suppliers to observe and implement sound environmental practices including, but not limited to:
  - compliance with all applicable environmental legal requirements;
  - conservation of natural resources and energies as far as possible; and
  - control of pollutants being discharged to the environment.

### 3. Ethical Standards

Suppliers shall uphold the ethical principles in their operations including:

- confidentiality;
- open and fair competition; and
- anti-bribery and corruption.

### 4. Labour Rights

Suppliers shall not:

- use child or involuntary labour;
- discriminate against others;
- use corporal punishment or any other form of physical or psychological coercion or intimidation against workers; and
- require workers to work more than the maximum number of working hours per week allowed by applicable laws and regulations.

### 5. Health & Safety

- HIT has implemented an Occupational Health & Safety Management System which conforms to the ISO 45001 standard. In keeping with the intent of our Occupational Health & Safety Management standard, we request all our Suppliers/Contractors to place the highest importance



on occupational safety and health during the execution of the Works. The Supplier/Contractors shall take absolute responsibility for the safety of all persons engaged in the execution of the Works and shall observe and comply with all rules, regulations, codes of practice of the relevant industry and instructions given by the Employer/Buyer from time to time. In particular, all safety and security procedures must be followed.

#### **6. Use of HIT's Name and Confidentiality**

- Suppliers shall undertake not to use or make any reference to HIT's name, directly or indirectly, in any product, Website, document, media, publication or publicity material of any kind without the prior written consent of HIT.
- Suppliers shall further undertake not to disclose or make available in any form to any third party or to use any confidential or proprietary information or trade secrets and/or materials concerning the business of HIT or any of its dealings, transactions or affairs or those of any holding company, subsidiary or associated company of HIT (other than such information and/or materials which become part of the public domain by lawful means).

#### **7. Contractors & Suppliers**

- Suppliers shall ensure that their employees, contractors, suppliers and other business partners adhere to this Code.

#### **8. Monitoring of Compliance**

- HIT reserves the right, upon reasonable notice, to conduct a compliance audit with Suppliers on the Code. Any violation of the Code shall be considered as a material breach of the contract/order by the Suppliers.

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### **Acknowledgement**

To: Hongkong International Terminals Limited ("HIT")

We, (Supplier's Company Name) \_\_\_\_\_ are fully aware of and willing to comply with the Supplier Code of Conduct of HIT.

\_\_\_\_\_  
Authorized Signature with Company Chop

Name:

Position:

Date: