

## Supplier Code of Conduct

HOCHTIEF (UK) Construction vision:

“Along with our partners, we expand horizons, link people and organisations, create new ways to think and act and continually enhance the values entrusted to our care.”

Our vision is underpinned by a number of fundamental values that both the business and its employees follow, and we expect our business partners to adhere to in order to build a strong, sustainable future together.

This Supplier Code of Conduct helps build and maintain our reputation as a business that deals with its customers, partners, supply chain and the communities it serves in an ethical and fair manner.

We believe in working only with business partners whose standards are proved to be consistent with our own, and who acknowledge and respect our values.



All our procurement professionals are expected to adhere to the requirements of our Supplier Code of Conduct and uphold and enhance the standing of the purchasing and supply profession.

Our code is based on the Chartered Institute of Procurement and Supply's Professional Code of Ethics and covers:

- Maintaining integrity in business relationships
- Rejecting improper business practice
- Declaring any potential personal or business conflicts of interest
- Acquiring and maintaining latest standards of technical knowledge and ethical behaviour
- Optimising the use of resources
- Compliance with UK law, industry guidelines and contractual obligations
- Fair, honest and respectable treatment of suppliers
- Common courtesy at all times
- Incorporating sustainable procurement aspects into procurement processes including human and employee rights and the environment.

### Compliance with the Supplier Code of Conduct

HOCHTIEF (UK) Construction reserves the right, upon reasonable notice, to check compliance with the requirements of the Supplier Code of Conduct. HOCHTIEF (UK) Construction encourages its suppliers to implement their own binding guidelines for ethical behaviour.

The supplier encourages its suppliers to adhere to the ethical standards, human rights, health and safety standards and environmental standards upon which this agreement is based, as part of fulfilling their contractual obligations.

Any breach of the obligations stipulated in this Supplier Code of Conduct is considered a material breach of contract by the supplier

## Main principles for Suppliers

### Laws and Ethical Standards

The supplier shall comply with all laws applicable to its business. The supplier should support the principles of the United Nations Global Compact, the UN Universal Declaration of Human Rights as well as the 1998 International Labour Organisation Declaration on Fundamental Principles and Rights at Work, in accordance with national law and practice.

This especially applies to:

- **Child Labour**

The supplier employs no children under the age of 15. If national laws or regulations allow children between the ages of 13 and 15 to perform light work, such work is not permitted under any circumstances if it would hinder a minor from the completion of compulsory schooling or training, or if the employment would be harmful to their health or development (*reference: ILO Convention 138(7)*).

- **Forced Labour**

The supplier shall make no use of forced or compulsory labour.

- **Compensation and Working Hours**

The supplier shall comply with the respective national laws and regulations regarding working hours, wages and benefits.

- **Discrimination**

The supplier does not discriminate on the basis of race, religion, disability, age, sexual orientation or gender.

### Health & Safety

We expect our suppliers to strive to implement the standards of occupational health and safety at a high level. The supplier complies with applicable occupational health and safety regulations and provides a work environment that is safe and conducive to good health, in order to preserve the health of employees and prevent accidents, injuries and work related illnesses.

### Contact

The success of the measures detailed in this Supplier Code of Conduct depends on all parties involved. Therefore, all employees and others acting for, or on behalf of, HOCHTIEF (UK) Construction or the Supplier are encouraged to report any suspected violation to the HOCHTIEF (UK) Compliance Officer who is Chris Barlow, his contact details are 01793 755587, [chris.barlow@hochtief.co.uk](mailto:chris.barlow@hochtief.co.uk)

Any such reporting will be dealt with in the strictest confidence and acted upon, provided that it is made in good faith.

### Business Continuity Planning

The supplier shall be prepared for any disruptions of its business (e.g. natural disasters, terrorism, software viruses, illness, pandemic, infectious diseases). This preparedness especially includes disaster plans to protect both employees and the environment as far as possible from the effects of possible disasters that arise within the domain of operations.

### Improper Payments/Bribery

The supplier shall comply with international anti-bribery standards as stated in the United Nations' Global Compact and local anti-corruption and bribery laws including The Bribery Act 2010. In particular, the supplier may not offer services, gifts or benefits to HOCHTIEF (UK) Construction employees in order to influence the employee's conduct in representing HOCHTIEF (UK) Construction.

### Environment

The supplier shall comply with all applicable environmental laws, regulations and standards as well as implement an effective system to identify and eliminate potential hazards to the environment.

We expect our suppliers to strive to support HOCHTIEF (UK) Construction's environmental goals through the products and services they deliver (e.g. by providing relevant data on environmental factors). In this regard, we also expect our suppliers to take environmental protection appropriately into account in their own operations, for example by setting environmental protection goals for themselves and achieving them.

### Business Partner Dialogue

The supplier shall communicate the principles stated in the Supplier Code of Conduct and detailed above to its subcontractors and other business partners who are involved in supplying the products and services described in the main contract. The supplier shall motivate such parties to adhere to the same standards.