

**Hyundai Glovis**  
**Sustainability Policy**

Suppliers' Code of Conduct<sup>1</sup>

**Environmental Management Policy**

**Stakeholder Engagement Policy**

**Charitable contributions and sponsorship Policy**

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<sup>1</sup> Unified enactment/transfer of Hyundai Glovis partners' code of conduct (homepage-sustainable management performance-ESG policy-Hyundai Glovis partner's code of conduct)

## Suppliers' Code of Conduct

Hyundai Glovis sets out the basic principles that our suppliers and their subcontractors must adhere to, and the Suppliers' Code of Conduct shall apply equally to all partners in a trade relationship with Hyundai Glovis.

All provisions contained in the Suppliers' Code of Conduct must be followed equally, regardless of the amount of purchase, size of transaction, or the duration of transaction. The Suppliers' Code of Conduct includes provisions regarding the safety and health of the workplace, working conditions and human rights of employees, business ethics, environmental standards, information protection and contribution to the community. Hyundai Glovis would also like to encourage our suppliers to comply with these codes of conduct in their transactions with their subcontractors.

### **I . Worksites**

#### 1. Ensuring Basic Rights and Establishing Work Conditions

Hyundai Glovis's suppliers shall guarantee the basic rights of employees, establish labor standards based on national agreements and the Labor Standards Act that are ratified by the ILO and comply with regulations on working hours. They shall allow employees to organize and take part in labor unions freely, and acknowledge freedom of association and collective bargaining guaranteed under state labor laws. Also, an environment should be established such that employees can communicate with the management about working conditions without fear of discriminatory treatment.

#### 2. Prohibition of Child Labor and Forced Labor

Hyundai Glovis's suppliers must strictly prohibit child labor and forced labor. Also, when hiring young people legitimately, the supplier shall ensure that they have an educational opportunity and take extra steps to ensure their safety.

#### 3. Compliance with Safety and Health Principles

Hyundai Glovis's suppliers shall strive to provide workers with a safe and hygienic working environment. We provide separate safety equipment and safety training for workers who work in potentially hazardous work environments, and take appropriate

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action upon occurrence of accidents and illnesses at work. Hyundai Glovis operates integrated safety management through its Safety and Health Management System including suppliers.

## **II. Business Ethics**

### **1. Compliance**

In conducting business, Hyundai Glovis's suppliers must comply with the ethical management system of Hyundai Glovis and strive for integrity in their management. In addition, they shall apply the same ethical guidelines to subcontracting to promote fair trade and prevent corruption in the supply chain.

### **2. Personal Information Protection**

Our suppliers must comply with Hyundai Glovis's security system to protect the privacy of all stakeholders, requesting and recording only minimal personal information for operation purpose only. They shall respect the rights of individuals as much as possible and shall not leak relevant information or use personal information for other purposes without the prior approval of stakeholders.

## **III. Environment and Local Community**

### **1. Environmental Standards for Products and Services**

Hyundai Glovis's suppliers must establish and adhere to explicit environmental standards. Environmental standards established by suppliers are defined as a set of activities, principles and regulations that can help to prevent environmental pollution and contribute to the reduction of environmental pollutants that can cause climate change.

### **2. Rights of Local Residents**

Hyundai Glovis's suppliers shall be aware not to infringe on the human rights of the local residents, and shall respect their right to life, freedom of change of residence, personal safety and property ownership. To this end, we are making efforts to develop local communities through community participation activities.

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### 3. Sustainable Purchasing

Hyundai Glovis considers social and environmental impacts in selecting suppliers to ensure the sustainability of purchasing, contracts and trade relations. We are taking various measures such as increasing the purchase of environment-friendly products, and cooperating with social enterprises and SMEs.

## Environmental Management Policy

Hyundai Glovis has been operating an administrative system to oversee quality, environment, safety and health management. The environmental management policies for the main topics are as follows.

### **I. Production Activities, Business Facilities**

Hyundai Glovis applies various environmental management processes throughout its production activities and projects to reduce greenhouse gas emissions and minimize pollutants. The Company has established three environmental policies: minimizing pollutant emissions, utilizing resources and energy efficiency, and complying with environmental laws and regulations. Further, are making efforts to establish an environmental management system to pursue sustainable environmental preservation.

### **II. Suppliers, Service Providers, Contractors**

When signing a contract with a partner company, Hyundai Glovis confirms whether the potential partner has built an environmental management system and considers it as an important indicator for selecting suppliers. We also provide support to our partners who wish to acquire additional environment management capabilities.

### **III. Development of New Products and Services**

In order to encourage recycling of resources, Hyundai Glovis is recovering and reusing triple-sided corrugated cardboard used for product packaging. These efforts also help to reduce the cost issues associated with paper and board manufacturing. We also use foldable plastic boxes that can be used repeatedly. We are making relentless efforts to preserve the environment. For instance, by using a foldable box, we are able to reduce the unit volume required for transportation and thereby cut down on the volume and frequency of loading on land and sea transport.

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#### **IV. Product Distribution and Logistics**

In order to prevent environmental pollution that may occur during the storage and transportation of goods, Hyundai Glovis systematically manages the environmental aspects of not only the company's facility operation but also relevant tasks performed by partner companies. We operate standards for air, water, waste, soil, marine environment and greenhouse gas. We also check the status of our project sites periodically to prevent environmental pollution.

#### **V. Waste Management**

Most of the wastes generated by Hyundai Glovis's business operations are general wastes. We strive to minimize the wastes generated from our business activities, and have established management standards for storage, transportation and disposal for efficient treatment of generated wastes. Based on the waste disposal details of the previous year, the head office and project offices establish the annual volume of expected wastes and a reduction plan, and self-manage performance every month. In addition, we are carrying out storage and transportation works according to the management standards for each type of waste, and strictly managing waste disposal firms to ensure that waste is handled legitimately.

#### **VI. Projects out of Management Scope, 3<sup>rd</sup> Party Producers, Join Ventures**

From the stage of reviewing a new business, Hyundai Glovis recognizes important safety and environmental issues and regulations, and classifies them according to the level of risk. In consideration of risks based on the impact on our company and the nature of business, we identify risks, and diagnose potential risks at each level and monitor them continuously.

#### **VII. Due Diligence, Acquisitions and Mergers**

Hyundai Glovis recognizes the potential risks from the failure to comply with environmental laws and regulations during mergers and acquisitions. If necessary, we conduct due diligence and review costs that may arise after the acquisition due to potential environmental risks, and have it reflected to our corporate value calculations.

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### VIII. Others

Hyundai Glovis has established a management system portal, which acts as an integrated system for the environment and safety related fields of all project sites, and is systematically managing the overall process from status update and inspection to performance management according to internal policies. Through regular checkups, we are strengthening our capabilities to monitor for environmental pollutants.

#### Ref. Environmental Performance Indicator

KPI	Target	Target Year
GHG emissions	Reduce by 26.57% compared to 2016 GHG emissions	2030
Sulfur emissions	Installation of scrubber on 37 out of 46 vessels	2023
Installation of equipment for ballast water management	Install BMWS equipment on all vessels except Bare Boat Charter	2024

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# Stakeholder Engagement Policy

## I. Policy Overview

### 1. Objective of Policy

We define the basic requirements for internal and external stakeholders to engage and communicate throughout our sustainable management activities and declare transparent disclosure of this stakeholder engagement policy. In this way, we intend to provide clear direction and guidance regarding the communication of our stakeholders inside and outside the company.

### 2. Application Scope of Policy

This policy is for domestic headquarters and project sites and applies to all management activities of Hyundai Glovis.

### 3. Policy Implementation Duty

In all areas of Hyundai Glovis' headquarters and project sites, there should be no restrictions on stakeholder participation and communication in accordance with this policy. It is our obligation to mutually identify and review long-term sustainable development opinions through stakeholder engagement.

### 4. Management Organization and Responsibilities

Stakeholder-specific communication channels should be handled directly by the relevant management department. The major achievements and outcomes related to this are reported to the CEO to ensure accountability at the board level.

### 5. Engagement Information and others

Hyundai Glovis does neither discriminate nor limit its stakeholders, and all channels of communication are open to the public.

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## II. Stakeholders' Engagement Framework

### 1. Definition of Stakeholders

The stakeholders of Hyundai Glovis are defined as all individuals and organizations that have an impact on Hyundai Glovis' management decisions, or that have direct, potential impact on, or that are influenced by Hyundai Glovis and major supply chain business activities.

### 2. Classification of Stakeholders

Major stakeholders are 1) employees, 2) suppliers, 3) investors, 4) customers, 5) related organizations, and 6) local communities.

### 3. Expanding Stakeholders

Considering the development of industry and expansion of business, Hyundai Glovis is actively making efforts to identify and expand new relationships in addition to defining existing stakeholders. We also present management standards and responsibilities for newly expanded stakeholders.

### 4. Stakeholder Engagement Framework and Key Issues

Hyundai Glovis is actively collecting opinions, complaints, and suggestions from stakeholders to develop into a sustainable company. Major sustainability management issues received through the participating channels below are reported to the Corporate Governance & Communications Committee under the Board of Directors and actively reflect on key decisions made from management activities.

Subject	Mode of Engagement	Responsible Organization
Employees	<ul style="list-style-type: none"> <li>• Intranet</li> <li>• In-hour broadcasting</li> <li>• Sustainability Management Committee</li> <li>• Culture Board</li> </ul>	<ul style="list-style-type: none"> <li>• Corporate Culture Team</li> <li>• Policy Support Team</li> </ul>
Partners/Suppliers	<ul style="list-style-type: none"> <li>• Training and Seminar for partners</li> <li>• Regular Meeting</li> <li>• Cooperative Society</li> </ul>	<ul style="list-style-type: none"> <li>• Purchasing Planning Team</li> <li>• Operation Department for each project</li> </ul>
Investors	<ul style="list-style-type: none"> <li>• Shareholders' Meeting</li> <li>• Investment Briefing</li> </ul>	<ul style="list-style-type: none"> <li>• IR Team</li> </ul>

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Customers	<ul style="list-style-type: none"> <li>• Customer Satisfaction Survey</li> <li>• Meetings/Exchange with customers</li> </ul>	<ul style="list-style-type: none"> <li>• Service Innovation Team</li> <li>• Operation Department for each project</li> </ul>
Related Institutions	<ul style="list-style-type: none"> <li>• Policy Committee</li> <li>• Joining Associations</li> </ul>	<ul style="list-style-type: none"> <li>• Policy Support Team</li> </ul>
Local Community	<ul style="list-style-type: none"> <li>• Operating safety campaign</li> <li>• Supporting Logistics Industry Promotion Foundation</li> <li>• Sponsoring and operating volunteering group for associated groups</li> </ul>	<ul style="list-style-type: none"> <li>• Policy Support Team</li> </ul>

#### 5. Feedback on Stakeholders' Engagement

Opinions directly submitted by stakeholders of Hyundai Glovis through sector-specific communication channels shall be notified in writing or in a face-to-face manner by confirming the head of the relevant department within at least one week. If notice is delayed, this also shall be announced.

#### 6. Strengthening Stakeholder Management Capacity and Responsibility

Stakeholder communication and participation results are to be reflected to the performance of department and the supervisor. Each department's stakeholder engagement manager must complete a sector-wise specialized training.

#### 7. Performance Indicator

Key performance indicators for stakeholder engagement include 1) annual performance of engagement through stakeholder opinion, 2) number of issues and measures, and 3) development and definition of new stakeholders.

## Charitable contributions and sponsorship Policy

### I. Management Plan

1. A company's charitable donation is available only when the donation is applicable to the followings:

- 1) A company complies with the applicable law.
- 2) A company's donation activity is not for the purpose of gaining inappropriate business benefits.
- 3) A company's donation activity should be done through a properly established charitable organization, and a donation should be done clearly for the sake of charity.

2. Corporate sponsorship cannot be provided without the approval of an arbitrary decision holder having the duly granted authority.

### II. Obligatory Requirements

1. The relevant company is supposed to confirm that its donation or sponsorship is in conformity with the ethics policy like the anti-bribery & anti-corruption policy.

2. All donations and sponsorship should be reported to an arbitrary decision holder and be subject to his/her approval.

3. All company employees have the responsibility to read, understand and comply with a corporate policy.