

Hamburg Süd

Code of Conduct for Suppliers

The base: compliance with the law and conventions

Hamburg Süd¹ observes applicable law and expects the same from its employees and business partners including its Suppliers². This applies regardless of whether these are national, international or supranational laws, regulations, conventions or any other provisions (hereinafter referred to as "Laws") and whether these Laws concern health, safety, environment, competition, customs duties, individual or collective labour and employment, etc. In accordance with such Laws it is also strictly prohibited to cause third parties to engage in or to participate in unlawful acts.

Separation of private and corporate interests

Hamburg Süd's employees are obliged to make their business decisions in the best interest of Hamburg Süd and not to consider personal interests when making such decisions. Suppliers may therefore not try to influence an employee of Hamburg Süd or someone closely related to the employee in any form or fashion.

When deciding on the business relationship only objective criteria are relevant for Hamburg Süd: Suppliers are selected based on appropriate, objective criteria, such as price, quality and existence of quality management, reliability, technological standards, product/service suitability, etc. Under no circumstances, personal relationships or interests may affect the conclusion of a contract. The Supplier must disclose in writing existing and potential conflicts of interest.

No violations of anti-corruption laws

Due to international conventions to combat corruption of public officials and of public administration employees and to combat corruption in the course of trade, similar strict Laws apply around the world, so that also corruption committed abroad is often punishable under domestic law. The Supplier shall comply with all applicable anti-corruption laws.

Further, the Supplier shall note that employees of Hamburg Süd in connection with their business activity may neither ask nor accept unauthorised personal benefits from the Supplier and the Supplier is requested to refrain from offering such benefits. Common low-value merchandise articles for business use are generally allowed. Invitations (to business lunches, etc.), that have a business reason, are held in an appropriate context and are not likely to affect business decisions, are allowed in accordance with the applicable record-keeping obligations under the Laws.

¹ The term "Hamburg Süd" refers to Hamburg Südamerikanische Dampfschiffahrts-Gesellschaft KG or its affiliates in the business areas of shipping and logistics in Germany and abroad, that use this code of conduct or on whose behalf it is used.

² The term "Suppliers" refers to any company, corporation or individual supplying and/or delivering products, components, materials or services to Hamburg Süd.

Protection of business secrets

Suppliers might receive confidential information from Hamburg Süd for preparation of offers, during negotiations, and the subsequent execution of the contract. Suppliers have to respect confidentiality of such information and not divulge or disclose to third parties or use for their own or a third party's benefit any information received. This applies to information marked as such, as well as information which can be assumed is not publicly known and also is not meant to be publicly known because its disclosure can be of use to competitors of Hamburg Süd or be detrimental to Hamburg Süd or its business partners. The obligation to maintain confidentiality applies both during the duration of the contract and after its completion.

Confidential information is to be protected from unauthorised access by third parties; internally the Supplier has to ensure that confidential information is only accessible to employees who need such information to carry out their tasks and who are obliged to confidentiality by appropriate legal means.

If a separate non-disclosure agreement is agreed between supplier and Hamburg Süd, it shall supersede the provisions of this code of conduct.

Social responsibility

Hamburg Süd expects from its Suppliers compliance with the internationally recognised and applicable Laws relating to human rights. This includes those Laws related to the protection of employees that ban any form of forced labour, corporal punishment and the use of child labour within the meaning of the conventions of the ILO or other applicable national Laws. It includes further no unlawful discrimination of employees and to comply with applicable Laws on working hours, wages and other workplace Laws. The Supplier shall also ensure compliance of its sub-contractors or suppliers with these same Laws.

Sustainability

Hamburg Süd strives to use environmental resources as carefully and sparingly as possible, to avoid risks to humans and the environment, and to continuously improve all procedures and processes to reduce the environmental impact of its activities. Hamburg Süd expects same from its Suppliers.

Information on violations

If a Supplier becomes aware of violations of this code of conduct, be it by own actions or actions of its employees, competitors or employees of Hamburg Süd, the Supplier has to inform Hamburg Süd immediately. The Supplier has to report the violation either to its contacts at Hamburg Süd, their supervisors or the Compliance Officer of Hamburg Süd (compliance@hamburgsud.com). If the Supplier assumes that communication of non-compliance will result in disadvantages for him, he can contact the Compliance Officer anonymously or ask him to keep his identity confidential.