

Supplier Code of Conduct

Our understanding of sustainability in supplier management

We, HUM Gesellschaft für Homecare und Medizintechnik mbH, see sustainability as an essential part of our business processes. We source raw materials, goods and services worldwide from suppliers to come up with innovative product and service solutions in order to ensure the sustainable success of our customers.

The basis for this is a responsible and long-term management geared to the creation of value. This is why we involve suppliers directly in our sustainability strategy. In our procurement activities, in addition to procedural, economic and technical criteria, we also pay attention on social and ecological aspects such as Human rights, working conditions, prevention of corruption and environmental protection.

In the area of tension between product / service, market, region and process, factors like costs, quality, reliability, innovation and sustainability are essential for supplier selection and evaluation.

HUM Gesellschaft für Homecare und Medizintechnik mbH expects from its suppliers that they respect in their activities applicable national laws, the principles of the United Nations Global Compact and the HUM GmbH Supplier Code of Conduct. Furthermore, they are expected to establish appropriate processes which support the compliance with applicable laws in their business and promote the continuous improvement in relation to the principles and requirements of the HUM GmbH Supplier Code conduct. Furthermore, HUM Gesellschaft für Homecare und Medizintechnik mbH expects from its suppliers that they ensure that their affiliates as well observe and accept all principles and requirements here described.

“Affiliated companies” as used in this declaration are companies in which at least fifty percent (50 percent) of the voting share capital is directly or indirectly beneficially owned by the other company.

Dealing with employees

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers to comply with the basic employee rights of the applicable national legislation. In addition, HUM Gesellschaft für Homecare und Medizintechnik mbH expects the core labor standards of the International Labor Organization (ILO) to be recognized, taking into account the laws and legal forms applicable in the various countries and locations.

Child labor

HUM Gesellschaft für Homecare und Medizintechnik mbH expects that its suppliers prohibit and refrain from any kind of child labor in their companies.

Discrimination

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers to promote equal opportunities and equal treatment and to prevent discrimination when hiring employees and when promoting or granting training and further education measures. No employee may be disadvantaged because of their gender, age, skin color, culture, ethnic origin, sexual identity, disability, religious affiliation or world view.

Forced labour

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers not to allow forced labor in their companies.

Freedom of Association

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers to respect the rights of employees to form employee representation and to engage in collective bargaining in accordance with national legislation.

Remuneration and working hours

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers to comply with the applicable national legislation on working hours. Furthermore, it is expected that the employees of the suppliers receive remuneration that is in accordance with the applicable national laws.

Health protection and occupational safety

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers to comply with the applicable national health and safety legislation.

Environmental protection

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers to comply with the applicable national environmental laws, regulations and standards.

Behavior in the business environment

Prohibition of corruption and bribery

HUM Gesellschaft für Homecare und Medizintechnik mbH expects that its suppliers will not tolerate corruption and that their companies will ensure the fulfillment of the conventions on combating corruption and the relevant anti-corruption laws of the

United Nations (UN) and the Organization for Economic Cooperation and Development (OECD). In particular, they ensure that their employees, subcontractors or representatives do not offer, promise or grant any advantages to HUM Gesellschaft für Homecare und Medizintechnik mbH employees or third parties related to them with the aim of obtaining an order or other preferential treatment in commercial transactions.

Invitations and gifts

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers not to misuse invitations and gifts to influence them. Invitations and gifts to HUM Gesellschaft für Homecare und Medizintechnik mbH employees or persons close to them are only granted if the occasion and scope are appropriate, i.e. they are of low value and can be viewed as an expression of locally generally accepted business practice. Likewise, the suppliers do not demand undue advantages from employees of HUM Gesellschaft für Homecare und Medizintechnik mbH.

Avoiding Conflicts of Interest

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers to make decisions related to their business activities with HUM Gesellschaft für Homecare und Medizintechnik mbH solely on the basis of factual criteria. Conflicts of interest with private concerns or other economic or other activities, including those of relatives or other related persons or organizations, are avoided from the outset.

Free competition

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers to behave fairly in competition and to observe the applicable antitrust laws. Suppliers do not participate in agreements with competitors that violate antitrust law, nor do they misuse a potentially dominant market position.

Money laundering

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers to comply with the relevant legal obligations to prevent money laundering and not to engage in money laundering activities.

Supplier relationships

HUM Gesellschaft für Homecare und Medizintechnik mbH expects its suppliers to communicate all the principles and requirements described here to their subcontractors and suppliers and also take them into account when making their selection. The suppliers encourage their subcontractors and suppliers to comply with the described standards on human rights, working conditions, anti-corruption and environmental protection within the scope of fulfilling their contractual obligations.

Compliance with the HUM Gesellschaft für Homecare und Medizintechnik mbH Supplier Code of Conduct

Compliance with the principles and requirements of this HUM Gesellschaft für Homecare und Medizintechnik mbH Supplier Code of Conduct by the suppliers is checked by means of supplier evaluations, which are carried out at most once a year. In addition, in coordination with the supplier, on-site audits can be carried out by a third party commissioned by HUM Gesellschaft für Homecare und Medizintechnik mbH. The audit results are sent to HUM Gesellschaft für Homecare und Medizintechnik mbH.

Any breach of the principles and requirements specified in the HUM Gesellschaft für Homecare und Medizintechnik mbH Supplier Code of Conduct will be regarded as a significant impairment of the contractual relationship on the part of the supplier. If there is suspicion of non-compliance with the principles and requirements described in the HUM Gesellschaft für Homecare und Medizintechnik mbH Supplier Code of Conduct (e.g. negative media reports), HUM Gesellschaft für Homecare und Medizintechnik mbH reserves the right to request information about the relevant facts. Furthermore, HUM Gesellschaft für Homecare und Medizintechnik mbH has the right to terminate individual or all contractual relationships with suppliers without notice if they demonstrably do not comply with the HUM Gesellschaft für Homecare und Medizintechnik mbH Supplier Code of Conduct or do not seek and implement any improvement measures after a reasonable deadline has been set for this by HUM Gesellschaft für Homecare und Medizintechnik mbH.

Company name

Place and Date

Function in the company

Name (in capital letters)

Signature

Please send the filled out form to:

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D-44536 Lünen

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www.hum-online.de

References

United Nations Global Compact

www.unglobalcompact.org

Universal Declaration of Human Rights

<https://www.un.org/en/about-us/universal-declaration-of-human-rights>

International Labor Standards (ILO)

<http://www.ilo.org/global/standards/lang--en/index.htm>

ISO 45001:2018 Occupational health and safety management systems - Requirements with guidance for use

www.iso.org/standard/63787.html

International Organization for Standardization (ISO)

www.iso.org



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