



December 2019

Supplier Code of Conduct

Hongkong Land is committed to doing everything we can to minimise, control and reduce our impact on the environment and make a positive influence in the communities where we live and work. Our success is based on our relationships with our business partners, customers and peers in a dynamic and evolving global landscape.

The Hongkong Land Supplier Code of Conduct ("Code") outlines the high expectations we have of ourselves and our supplier partners. While we recognise there are different legal and cultural environments in which our suppliers operate, we are committed to applying our Code across all aspects of our operations. Our goal is to fairly and consistently evaluate performance in our supply chain and to actively support continuous improvement. We believe that partnerships based on transparency and collaboration will promote responsible and sustainable practices that serve future generations.

Legal Compliance

Supplier and contract partners respect and comply with applicable laws related to both labour and environmental practices. When differences or conflicts in the law and Code arise, adherence to the highest standard is expected.

Bribery and Corruption

Suppliers will have policies, codes of conduct and procedures in place to avoid all forms of bribery, corruption and fraud and ensure they are enforced.

Unfair Business Practices

Suppliers must not engage in any illegal anti-competitive conduct or deceptive trade practice for any reason whatsoever, whether on behalf of Hongkong Land or others. Specifically, suppliers must never rig bids, fix prices, or provide or exchange sensitive information (including but not limited to price, cost, and technical data) with Hongkong Land's competitors or competitors of suppliers. Suppliers must also refrain from abusing their market power, whether for their benefit or for the benefit of others.

Dignity, Respect and Fairness

Workers, irrespective of their nationality, gender, ethnicity, social and legal status, race, religion, or other protected status, are treated with dignity, respect, and fairness, and are not subject to harassment, discrimination, abuse, or degrading treatment.

Child Labour

Suppliers will not employ anyone under the age of 15 or local legal minimum age to work, whichever is more stringent. Nor will any worker be employed below the minimum age for completion of compulsory education. Young workers, defined as those between

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the minimum age for employment and 18, must not be assigned to hazardous, unsafe or unhealthy working job functions.

Forced Labour and Recruitment

Workers are not subject to forced, coerced, trafficked, bonded, or involuntary labour of any kind. Workers have freedom of movement outside normal working hours, unless there are legitimate safety or security issues that might threaten the health, safety, or well-being of the worker. Workers are recruited through ethical and legal means whereby all recruitment is free from all forms of involuntary labour, slavery, and trafficking.

Hours of Work

Workers are not permitted to work more than the regular and/or overtime hours allowed by local law and are provided the legally mandated weekly rest period. All overtime work is consensual and free from reprisal if declined.

Health and safety

Workers have a safe and healthy work environment, subject to a robust health and safety management system that is compliant with all governing health and safety laws and regulations and is aligned with applicable international standards and industry best-practice.

Housing

Workers, when provided with accommodation, have living conditions that are safe, clean, hygienic, and habitable, with consideration for their physical and mental health and well-being.

Compensation

Workers are paid legal wages regularly and on time and receive all benefits to which they are entitled in accordance the law and contractual arrangements. Suppliers and subcontractors should be paid accurately and on time.

Respect for the Environment

We do business with suppliers who share our vision and commitment to preserving the environment. Suppliers must have policies and procedures in place to manage and minimise their environmental impacts. This includes resource consumption, as well as water and air emissions. Additionally, suppliers must meet all requirements related to chemical restrictions, safely labeling, handling, and storage of approved substances while preventing or mitigating the release of chemicals and hazardous materials.

Community

Hongkong Land encourages and aligns with suppliers who are engaged in their communities. By investing in infrastructure and creating education opportunities we



take a leadership position alongside our suppliers in promoting social development in the communities where we work and live.

Subcontractors

Subcontractors are to be pre-approved by Hongkong Land. It is also the responsibility of the suppliers or contractors that maintain a direct relationship with Hongkong Land to ensure that any agreed upon subcontractors adhere to the intent of this Code.

For questions or concerns about this Code, including its application to specific circumstances in connection with your organisation's performance of work for Hongkong Land, or to report any suspected violations of this Code, please contact our corresponding Hongkong Land represent