

## Hanon Systems Human Rights Charter

### 1. Outline

#### A. Purpose of Establishing the Human Rights Charter

In order to actively implement human rights management and at the same time to prevent human rights violations and mitigate related risks, Hanon Systems hereby declares this Human Rights and Labor Charter. In order to implement human rights management, Hanon Systems respects and supports a wide range of recognized human rights/labor-related international standards and guidelines, such as the Universal Declaration of Human Rights, UN Guiding Principles on Business and Human Rights, International Labor Organization Constitution, OECD Guidelines for Multinational Enterprises and OECD Due Diligence Guidance for responsible Business Conduct, among others.

#### B. Scope of Application of the Human Rights Charter

This Human Rights Charter applies to all executives and employees (including those working in irregular positions) of Hanon Systems, including production and sales corporate bodies at home and abroad, subsidiaries and joint ventures. In addition, executives and employees of Hanon Systems follow this Charter for Human Rights when collaborating with suppliers, sales and service organizations, and furthermore, we recommend that all stakeholders under the transaction relations respect this Charter for Human Rights. In the event that the matters handled under this Charter for Human Rights contradict the laws and regulations of the local state, the local laws and regulations are complied with first, and with the exception of cases of having special provisions in the laws of local states, articles of incorporation or company regulations of organization, and so forth the works are carried out in accordance with this Charter for Human Rights of Hanon Systems.

### 2. Basic Principle

**Article 1 Guarantee of Industrial Safety** Hanon Systems regularly inspects the facilities, equipment, tools and others of the business premises so that all officers and employees may work in a safe working environment, and employs appropriate measures to prevent physical and mental risks including follow-up management and support.

**Article 2 Compliance with Working Conditions** Hanon Systems will ensure to comply with legal working hours of each country where its business has presence and shall pay reasonable compensation for service to all officers and employees, together with the wage statement. Hanon Systems will provide working environment appropriate for the performance of duties to all officers and employees and sufficient educational opportunities to develop skills and competence required for their performance and improve their quality of life.

**Article 3 Prohibition of Discrimination and Workplace Harassment** Hanon Systems will not discriminate against any officers or employees as it pertains to employment, such as recruitment, hiring, promotion, education, wages,

welfare benefits, etc., on the basis of gender, race, ethnicity, nationality, religion, disability, age, marital status or pregnancy, family status, social status, political opinion or association including any other characteristic provided by local law without reasonable grounds. Hanon Systems shall establish an organizational culture that respects the diversity of officers and employees and treats coworkers with dignity and respect.

**Article 4 Humane Treatment** Hanon Systems respects the privacy of officers and employees and fully protects personal information and it does not abuse, mentally or physically, or adversely treat any officer or employee.

**Article 5 Privacy** Hanon Systems is committed to protecting personal and confidential information of our employees. We have Global Data Privacy Policy concerning collection, use, disclosure, storage, access, transfer and other processing activities of personal data to ensure that personal data of employees of Hanon Systems, including its affiliates and any person operating on behalf of Hanon Systems is properly handled in accordance with Global Data Protection Regulations (GDPR).

**Article 6 Guarantee of the Freedom of Association and Collective Bargaining** Hanon Systems respects the labor relations laws of the country where this Human Rights Charter is applied to, and provides sufficient opportunity for communication to all officers and employees.

**Article 7 Prohibition of Child Labor and Force Labor** Hanon Systems prohibits child labor, and adheres to the zero-tolerance principle for such unfair employment. It takes measures so that minors' opportunity for education will not be restricted due to their work. Hanon Systems does not force any of its officers and employees to work against their free will, for example by engaging in any act of violence, threat, false imprisonment or the like against any officer or employee, and does not keep original copies of personal ID cards or visas for the purpose of forced labor.

**Article 8 Protection of the Human Rights of Local Residents** All officers and employees of Hanon Systems are cautioned not to violate the human rights of the local residents when carrying out their work, and shall make efforts to protect the rights to safety and health and freedom of residence of local residents. Moreover, Hanon Systems does not discriminate against vulnerable groups such as children, migrant workers, the disabled and women and protects their human rights.

**Article 9 Protection of the Human Rights for Customers** All officers and employees of Hanon Systems must endeavor to protect the life, health, property, personal information collected from management activities of customers when providing products and services.

**Article 10 Responsible Supply Chain Management** In order to establish a sustainable supply chain, Hanon Systems evaluates and manages ESG risks arising from the supply chain, and conducts education and support activities for suppliers to prevent risks in advance.

Article 11 Guarantee of Environmental Rights Hanon Systems recognizes that environmental pollution can be a serious violation of human rights that directly affects people's lives and health, and establishes environmental management policies and guidelines to minimize negative environmental impacts caused by business activities

### 3. Grievance Mechanism

Hanon Systems operates a channel to receive reports of human rights violations or human rights risks in the local language from officers, employees and other persons or organizations (reporters) who are victims of such violations or are aware of such violations. When receiving a report on human rights violations, the relevant departments, etc. shall discuss specific remedies for the cases of human rights violations, taking into account the characteristics of the individual reported cases.

#### ① Grievance Channel to Report Violations of Human Rights

Korea:

- Hanon Systems Ethics Hotline
- <https://www.hanonsystems.com/Kr/Main/HotlineInfor>
- E-mail: [Hotline@hanonsystems.com](mailto:Hotline@hanonsystems.com)
- TEL: +82-31-5178-8818
- Mail (Address): Internal Audit Team, 286, Pangyo-ro, Bundang-gu, Seongnam-si, Gyeonggi-do, Republic of Korea

Global:

- Hanon Systems Ethics Hotline
- <https://www.hanonsystems.com/En/Main/HotlineInfor>
- E-mail: [Hotline@hanonsystems.com](mailto:Hotline@hanonsystems.com)
- TEL: +82-31-5178-8818
- Mail (Address): Internal Audit Team, 286, Pangyo-ro, Bundang-gu, Seongnam-si, Gyeonggi-do, Republic of Korea

#### ② Processing of Reports on Violations of Human Rights

Hanon Systems shall, with reference to court precedents, regulations of relevant government agencies, past internal practices and other industrial practices, strive to identify the best remedies with the assistance of the legal department. If human rights violations, etc. have a significant impact on the freedom and rights of victims or are likely to spread to the risk of corporate reputation, remedial measures shall be discussed in committees, management meetings, working-level meetings, etc. where the highest decision-maker, etc. participate.

#### ③ Guarantee of Status for Reporters

Officers and employees of Hanon Systems must not disclose, reveal or otherwise report any personally identifiable information that may be used to identify a reporter. All information relating to victims, incidents, remedial procedures and outcomes, as transmitted during the reporting and notification process, must be kept

strictly confidential. In addition, measures must be implemented to protect employees from adverse consequences arising from the reporting of human rights violations and risks.

#### **4. Human Rights Due Diligence**

##### **① Training and Expansion**

- A. Hanon Systems performs human rights training programs to enhance understanding on human rights for the employees and executives, provide internal guidelines on human rights management and communicate execution plans to the employees and executives.
- B. Through human rights management training, Hanon Systems prohibits discrimination between employees and executives and encourages employees to actively report on discovered cases of human rights violations and risks.

##### **② Performance Status Monitoring**

Hanon Systems through dedicated human rights risk assessment department continuously monitors whether the mutually agreed upon resolutions for improvement are being implemented. Additionally, through regular mutual communication Hanon Systems ensures that detailed tasks are performed in accordance with the timeline and work products for assigned tasks are secured in time.

We personally commit to uphold these principles and expect our employees, contractors, suppliers and visitors to commit in an equal manner.



Soo Il, Lee  
Vice Chairman and CEO

## 5. APPENDIX

### Reference

This Human Rights Charter has been established on the basis of human rights-related provisions, standards and initiatives specified under domestic and overseas human rights standards and pertinent laws and regulations.

- ① UN, Universal Declaration of Human Rights (1948)
- ② UNGC, A Human Rights Management Framework (2010)
- ③ UN, The UN Guiding Principles on Business and Human Rights (2011)
- ④ OECD, The OECD Guidelines for Multinational Enterprises (2011)
- ⑤ OECD, Due Diligence Guidance for Responsible Business Conduct (2018)
- ⑥ Constitution of the Republic of Korea
- ⑦ National Human Rights Commission of Korea, Manual of Human Rights Management for Public Institutions (2018)
- ⑧ National Human Rights Commission of Korea, Checklist for Human Rights Impact Assessment Operated by Institutions (Corporate enterprises) (2018)
- ⑨ Ministry of Justice, Guidelines on Business and Human Rights (2021)