

Purpose & Scope

Hiko Engineering Limited ('Hiko') plans to maintain operational integrity and safety and is committed to customer success through social, environmental, and economic sustainability. Hiko recognises the importance of minimising the impact of operations on the surroundings by operating in a sustainable manner.

Hiko seeks to engage and collaborate with Suppliers who share this commitment and approach, and the Hiko Supplier Code of Conduct ('Code') sets the minimum standards and expectations that suppliers should maintain while fully complying with all applicable New Zealand laws and regulations.

This Code applies to parent companies, subsidiaries, affiliates, and subcontractors ("Suppliers") providing goods or services to Hiko.

Suppliers will be responsible for all activities associated with disseminating and educating its employees, agents, and suppliers on this Code, verifying compliance with this Code, and taking action in response to non-compliance.

Code Standards

Health and safety

Suppliers should:

- ensure the health and safety of all persons within their organisation and ensure compliance with all New Zealand regulatory and statutory health and safety requirements.
- integrate sound health and safety management policies, practices, and management systems into their businesses, aiming to promote the general health of employees, reduce work-related injuries and illness, and ensure the safety and quality of all products and services as specified in the supply agreement or purchase order.
- ensure a copy of their health and safety policy is available to all staff and provide employees with appropriate workplace health and safety training. Additionally, while at any Hiko premises, all Supplier personnel should comply with Hiko Power's health and safety policies.

Emergency prevention, preparedness, response, and business continuity

Suppliers shall:

- identify and assess potential emergency situations and develop appropriate risk management controls, business continuity and emergency response plans to minimise harm and damage to property. Copies of these plans should be available on request by Hiko.
- should be aware of and comply with the Hiko Crisis, Emergency, Sustainability and Business Disruption Management policies and procedures where they refer to the Supplier.

Environmental sustainability

Hiko will continuously improve processes to minimise the negative impacts of its business operations on the environment and will prefer to conduct business with Suppliers who share this same commitment. As a minimum, Suppliers should:

- Conduct their business in accordance with all applicable New Zealand laws and regulations regarding the protection and preservation of the environment.
- Comply with all applicable New Zealand environmental laws and regulations, including those relating to hazardous materials, air emissions, waste, and wastewater discharges.
- Have an environmental policy in place that is proportionate to the environmental risk of their business operations.
- Endeavour to reduce operational environmental impacts such as those pertaining to waste disposal, air emissions and pollution, and require their subcontractors and suppliers to do the same.
- Actively support Hiko's goal to establish transparency and traceability within all levels of its supply chain and be willing to share information on the origin of where products and subcomponents are produced.

Information security

Suppliers should comply with Hiko's requirements relating to personal information, confidentiality, security, data privacy and intellectual property protection. Suppliers should ensure appropriate controls are in place to protect the Hiko brand and its partner brands and intellectual property against unauthorised use and damage.

Any information used in the business relationship with Hiko that is non-public and proprietary should be protected against loss and infringement. Any disclosure or use of such information should only be for the purposes authorised by the contractual agreement.

In case of subcontracting, sharing of confidential information may only be made with the prior written consent of Hiko.

Ethical business

All Suppliers should adhere to high standards of moral and ethical conduct, comply with all applicable laws and regulations and refrain from engaging in any form of corrupt practices, including anti-competitive activity.

Business dealings with Hiko should be handled professionally and as a minimum, Suppliers should:

- Comply with all applicable New Zealand competition and fair-trading laws.
- Comply with anti-corruption and anti-bribery laws of the countries in which it does business, and not make any direct or indirect payments, including bribes, kickbacks, or other promises of payments to foreign government officials or other third parties for the purpose of inducing the individual to misuse their position to obtain or retain business, receive improper benefits or other unfair or improper advantage.
- Disclose any actual, perceived, or potential conflict of interest to Hiko, including any employee or contractor of Hiko who may have an interest or economic tie of any kind in the Supplier's business.
- Maintain transparent and accurate financial and business records to demonstrate compliance with applicable laws and regulations, as well as generally accepted accounting principles.

Commercial sustainability

Suppliers should actively pursue opportunities for continuous improvement and development of process

efficiencies in product and service delivery. This may include minimisation of waste, ongoing innovation and market developments and total cost reduction.

Labour and human rights

Hiko supports the protection of human rights and encourages Suppliers to monitor human rights within their supply chain. As a minimum, Suppliers should ensure:

- Employees are not subjected to discrimination based on race, national origin, ethnicity, religion, gender, age, marital status, sexual orientation, disability, or any other reason.
- All products and services supplied to Hiko are manufactured or provided under safe and healthy conditions.
- Only employees who are legally authorised to work in their facilities are employed. Suppliers shall be responsible for validating their employees' eligibility to work through appropriate documentation.
- All employees meet the local legal minimum labour age permitted by the law of the country or countries where the performance, in whole or in part of the contract, takes place. Child labour is strictly prohibited.
- Employees engaged in the manufacture and supply of products and services are voluntarily employed, and under no circumstances is any form of forced, coerced, bonded, indentured or involuntary labour or otherwise used.
- All employees are paid no less than the standards specified by local laws, where applicable
- Employee working hours, including voluntary overtime work, and the granting of leave of any form, are in accordance with applicable laws. Workers shall not work more hours in one week than allowable under local laws. Overtime is to be voluntary, compensated at a legal rate and should be provided under safe and healthy work conditions.
- Employees are not exploited or subjected to abuse of any kind, including psychological, physical, sexual, or verbal abuse, intimidation, threat, or harassment is not tolerated.

The privacy rights of all employees will be respected whenever private information is gathered or employee monitoring practices are in place.

Modern Slavery

Hiko aims to mitigate potential risks in its supply chain and Suppliers should identify and mitigate any modern slavery risks within their operations and supply chain.

Application of the Code

Supplier's written acknowledgement of this Code is required, and it is in addition to, and not in lieu of, provisions of any legal agreement or contract between Suppliers and Hiko.

Hiko requires Suppliers to:

- Meet the standards in this Code, or, where any standards are not met, establish clear goals toward meeting the standards within an agreed time period, and
- Actively review, monitor, and modify their management processes and business operations to ensure they facilitate continuous improvement

Hiko and the Supplier will agree to undertake inspections to ensure compliance through site and facility audits.

Suppliers should maintain and be able to provide Hiko with documentation which demonstrates compliance with this Code on request.

Company Name:

Authorised Signature:

Name:

Date: