

Introduction

At HUBER car park systems international GmbH, we aim to ensure that each of our projects are successful in a number of criteria, including: projects are completed to the highest possible standard; projects remain on schedule throughout; projects remain cost-efficient without affecting quality; projects are achieved without any compromise of our ethical standards.

Our suppliers play a critical role in all of these expectations, so our relationships with them are vital to our business continuing successfully.

The purpose of this Supplier Code of Conduct is to ensure there is complete transparency between HUBER Car Park Systems international GmbH and our suppliers regarding the expectations we have of each other. Operating with such an established and reciprocal agreement helps ensure our relationship remains beneficial and reliable into the future.

We operate from a Preferred Suppliers List, all of whom have long-standing and positive relationships with us. Additionally, all of our suppliers must complete a Prequalification Questionnaire to ensure they maintain the standards we expect.

We expect our suppliers to work with us dependably and diligently, ensuring they fulfil their side of any contracts signed without operating under questionable morals that would damage our reputation.

In return, we commit to maintaining a respectful and fair relationship with all our suppliers, ensuring we satisfy any agreements made in a contract and also do our best to help our suppliers if any problems do arise. We hope to establish a mutually supportive environment that will allow any issues to be quickly solved cooperatively.

In addition, we expect our suppliers and employees to have a good working relationship. Operating with a mutual expectation of fairness, respect and trust, we would hope this collaborative environment can ensure our projects are delivered with minimum friction and maximum quality.

This Supplier Code of Conduct is intended to be accessible and followed by all companies within our supply chain to ensure transparency is maintained. Additionally, all employees should be aware of it to ensure they recognise and deliver the standards we expect.

Compliance

To ensure maximum clarity, this Supplier Code of Conduct is not legally binding and should not be read as such. It is superseded in importance both by contracts signed with our sub-contractors and with regulations and laws over which courts or other authoritative bodies have power.

It is purely intended to serve as a model and example for the interactions and communications exchanged between our company and our suppliers. Nonetheless, we fully expect all bodies, both within our company and our supply chain, to comply with all parts of this statement. Should any aspect of our behaviour or actions fall short of the standard we have laid out here, we encourage any affected party to get in touch with us, so we can resolve it amicably and efficiently.

Labour and Human Rights

HUBER Car Park Systems international GmbH understand the necessity of ensuring the human rights of employees are not challenged by their working environment. We believe every employee, whether migrant or student, part-time or full-time, temporary or permanent, should be treated with the upmost respect and dignity. In particular, we have the following criteria that we expect all suppliers to conform to:

Anti-Slavery and Human Trafficking

All suppliers must confirm that they do not contravene our anti-slavery and human trafficking

policy in any way. Moreover, they must confirm that they have themselves negated the threat of modern slavery within their own organisations, as well as ensuring their own suppliers similarly act against modern slavery.

As part of these efforts, we expect that our suppliers do not charge workers recruitment fees when they are hired; identity or other important documents cannot be processed for longer than is strictly necessary; and workers must have chosen to enter into this work voluntarily and similarly must be able to leave it of their own free will.

Wages

We expect our suppliers to pay all workers the national minimum wage at the very least, regardless of their specific role or length of time worked.

Child Labour

We do not condone child labour in any way and so do not expect our suppliers to perpetuate the economic exploitation of children in any manner.

We accept that in some countries people are allowed to work from 15 rather than 18. We expect that if suppliers do have employees aged 15-18 they make suitable allowances for their age and ensure tasks are appropriately adjusted to ensure their health and safety is not compromised.

We further recognise some of our suppliers may employ apprentices or student interns. We expect that these workers are treated responsibly. Suppliers should be aware of their lack of experience when assigning them tasks. Equally, this inexperience should not lead to their economic exploitation.

Fair Treatment and Equality

We believe that workers should be entitled to receive just and equal treatment without fear of discrimination when in the workplace. Hence, we expect that our suppliers do not unjustly discriminate on the basis of the following characteristics: age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership and pregnancy and maternity (protected characteristics).

We expect our suppliers to have a zero-tolerance attitude towards harassment and abuse, whether rooted in prejudice against one of the preceding features or for a different reason. Furthermore, we expect our suppliers to actively foster an inclusive and diverse culture within which nobody should feel excluded or prejudiced against.

Working Hours

We expect our suppliers to follow the local law regarding working hours. We expect workers to have at least one day off a week: overtime should not be a requirement or regularity.

Freedom of Association

All employees must have the right to express their own opinions and beliefs without fear of punitive consequences. Moreover, employees should have the ability to form their own organisations and appoint representatives, neither of which can be discriminated against.

Health and Safety

Suppliers will comply with all relevant health and safety regulations, ensuring all potential hazards to workers are minimised. Moreover, workers must be informed of all potential hazards still existent and be provided with suitable personal protection equipment. Suppliers should also maintain procedures to track and learn from any workplace incidents.

Suppliers should have prepared for any potential emergencies with information on all contingencies communicated to relevant workers. Suppliers will also ensure that all their employees are provided with acceptable and sanitary toilet and food preparation facilities, including safe drinking water.

Environmental Protection

HUBER Car Park Systems international GmbH understand that all companies inevitably affect the wider world and are passionate about ensuring the impact of our suppliers on the wider community and environment is as positive and beneficial as possible.

Hazardous Substances

All chemicals and emissions produced or utilised in the work undertaken by our suppliers should be properly identified, monitored, inventoried, labelled, stored and disposed of as appropriate. It must not pose a risk to either workers or the wider public.

Waste

Where possible, processes will be carried out as efficiently and effectively as possible to ensure waste is minimised and eliminated. If this is not possible, all waste must be maintained and disposed of in a responsible manner compliant with local legislation which aims for minimum impact on the wider environment and community.

Clean Energy

Suppliers will aim to ensure resources such as raw materials and energy are used as efficiently as possible and work to reduce the consumption of these resources. To achieve this, their use should be recorded and tracked. Wherever possible, attempts will be made to utilise clean or renewable energy sources as well.

Rheinbrohl, January 2022

A handwritten signature in blue ink, appearing to read 'M. Lauble'.

Markus Lauble
Managing Director

A handwritten signature in blue ink, appearing to read 'Arno Geis'.

Arno Geis
Managing Director