

The purpose of this Charter is to establish a body of general principles, which, once respected, will play a role in ensuring that all employees share a common reference in the field of social responsibility and sustainable development.

## **1. Field of Application**

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This Charter applies within Howa Tramico Europe Group.

This Charter concerns everyone who participate to the activity of the group, namely, actual group employees (regardless of their hierarchical level) but also to trainees and to persons coming from external contractors or temporary work agencies. All these people are referred to as “collaborators” in this document.

In addition, these principles apply to suppliers, subcontractors, industrial partners, etc. for which a Code of Business Conduct, available from the Purchases Department, applies.

## **2. Respect of Fundamental Human Rights**

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### **2.1 Respect for Human Rights**

Howa Tramico Europe Group is committed to respecting and promoting the fundamental rights of the Universal Declaration of Human Rights, the dignity and worth of the human person, the privacy of employees and the equal rights of men and women.

### **2.2 Elimination of Forced Labor**

Howa Tramico Europe Group is committed to freedom of choice of employment and condemns forced labor, this considered as being the case whenever work is imposed by means of a threat (physical violence, non-payment of wages etc.).

### **2.3 Prohibition of Child Labor**

Howa Tramico Europe Group condemns and prohibits child labor.

The group refrains from using or having recourse to labor provided by children under the legal school-age in the country concerned (see annex), but which shall not, under any circumstances, be under the age of fifteen.

### **2.4 Freedom of association and Recognition of the right to collective bargaining**

Howa Tramico Europe Group recognizes union rights, as well as the right of employees to unionize and form trade union organizations of their choice. The group undertakes not to discriminate against trade unions.

## **2.5 Elimination of discrimination in respect of employment and occupation**

Howa Tramico Europe Group strives to promote equal treatment amongst all collaborators and to have fair employment practices.

The group is thus opposed to all forms of discrimination, especially on the grounds of origins, morals, sexual orientation, age, sex, political or religious opinions, trade union membership or disability.

## **3. Social Responsibility**

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### **3.1 Promoting social dialog**

The group is committed to have sincere consultation and dialog with employees and their representatives.

Howa Tramico Europe Group thus supports the representation of staff members done by employees in accordance with the provisions in force in the country concerned.

### **3.2 Acting to ensure health, safety and quality of work life**

Howa Tramico Europe Group also aims to continuously improve the health, safety and quality of work life of its employees. This is expressed by means of an ongoing process of risk assessment and the implementation of action plans.

Howa Tramico Europe Group, as an employer, is committed to providing a framework that complies with environmental, health and safety laws and regulations.

Occupational health and safety, however, depend on each and every one of us. Each collaborator must ensure that their actions do not entail or aggravate any risk for themselves or for others and must use the resources made available to them to continually enhance occupational health and safety.

### **3.3 Managing employment and skills**

Howa Tramico Europe Group ensures that all employees have an opportunity to benefit from the training actions required for the proper exercise of their profession.

The group is also committed to ensuring equal opportunities in employee career development and mobility.

### **3.4 Acting to ensure good working conditions**

Howa Tramico Europe Group undertakes that wage payments respect the legal minimum and the guaranteed and/or conventional professional minimum.

Howa Tramico Europe Group recognizes the principle of equal pay, especially between men and women for similar work and performance.

The group also gives an undertaking that the working time shall not exceed those provided for by national legislation or by applicable collective agreements.

The group undertakes to respect the rest periods and periodic holidays corresponding at least to the conditions set by the national legislation or by the applicable collective agreements.

### 3.5 Promoting Diversity

Howa Tramico Europe Group is convinced that pluralism and diversity are a source of wealth for creativity and for the management of the company.

Therefore, Howa Tramico Europe Group has a policy not to discriminate for any reason whatsoever in the employment relationship. In particular, Howa Tramico Europe Group believes in the principle of hiring women and men according to their qualities and treating each one with dignity, in a non-discriminatory manner and respectful of their sex, age, race or ethnicity, social, cultural or national origins, family status, trade union activities, sexual preferences, disability, political or religious opinions.

## 4. Environmental Protection

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The group undertakes to respect the international, European and national legal and regulatory obligations applicable to the environment. Howa Tramico Europe Group applies a precautionary approach to environmental issues and undertakes initiatives to promote greater environmental responsibility and strives to promote as much as possible the development and dissemination of environmentally-friendly technologies.

's environmental policy is based notably on the following axes:

- The group takes into account, when designing its automotive products, the manufacturers' existing general recommendations on recycling;
- The group strives to minimize the environmental footprint of the products and services provided by focusing on optimizing the consumption of energy and natural resources, reducing and recycling waste, reducing discharge into natural environments (air, water, soil) and other nuisances;
- The group designs its products with a view to entering the recycling process.