



## SUPPLIER SUSTAINABILITY CODE

### INTRODUCTION

Hirotec Tooling de México S de RL de CV, one of the leading companies in the construction of manufacturing cells for the automotive industry, assumes a special responsibility with society and the environment; for this, it seeks to conduct business in an ethical manner through its guiding principles of sincerity, modesty and progress, hand in hand with our community and society, through the offer of our products and commercial activities.

Our commitment and principles seek to foster in our suppliers a culture that promotes ethical behavior and compliance with all applicable laws and regulations. So, that in this way and through joint work, the expectations of our clients are met and exceeded.

### COMPLIANCE AND BUSINESS ETHICS.

Our suppliers must conduct their business activities in a lawful and complete manner, including:

#### Conflict of interests.

Our suppliers are expected to avoid and report all conflicts of interest resulting from their business dealings with HIROTEC TOOLING DE MÉXICO and notify to HIROTEC TOOLING DE MÉXICO if any employee of HIROTEC TOOLING DE MÉXICO has commercial, financial or personal ties with the supplier, that can influence the decisions of said employee.

#### Compliance with laws.

Our suppliers must comply with all applicable regulations and laws in the same way that they must respect international agreements and treaties.

#### Gifts.

Gifts to or from HIROTEC TOOLING DE MÉXICO employees are not expected or necessary for business relationships between our supplier and HIROTEC TOOLING DE MÉXICO. Our Code of Conduct prohibits our employees from giving or receiving gifts of more than symbolic value, and it is suggested that they refrain from giving gifts.

#### Embargoes and Trade Law.

Our suppliers shall comply with all applicable trade laws and restrictions imposed by the United Nations, the United States, and other national governments.

#### Management and Transparency.

Our suppliers are expected to have systems in place to track compliance with applicable laws and regulations and to investigate, to the extent permitted by law, allegations of misconduct. Suppliers must immediately inform HIROTEC TOOLING DE MÉXICO if they become aware of any negative publicity regarding the supplier or any product supplied to HIROTEC TOOLING DE MÉXICO.

#### Prohibition of corruption.

Our vendors will not tolerate corruption, bribery, fraud or embezzlement in any way. This includes giving or receiving anything of value, including money, gifts, or illegal incentives to improperly influence negotiations or any dealings with customers, third parties, or governments and/or government officials.



#### Free Competition.

Our suppliers are expected to comply with all fair competition laws and not engage in illegal monopolies, illegal behavior, price fixing, collusive bidding, price discrimination and other unfair practices.

#### Human Trafficking.

Our suppliers will not engage, directly or indirectly, in human trafficking.

#### Prohibition of money laundering.

Our suppliers must not be involved in any form of money laundering.

#### Privacy and intellectual property.

Our suppliers must safeguard and only make appropriate use of confidential information. The suppliers must ensure that the privacy and intellectual property rights of all its employees and business partners are protected.

Suppliers must immediately notify HIROTEC TOOLING DE MÉXICO if a supplier knows or suspects that the supplier's products, or the information provided by Hirotec Tooling de México, is being used or the intellectual property rights of third parties are being infringed.

## PRODUCT AND ENVIRONMENTAL SAFETY

Our suppliers must treat the environment and their community with respect.

#### Resource Conservation.

Our suppliers must be highly committed to responsible practices towards the environment such as waste treatment, recycling and energy conservation. The supplier maintains a preventive approach to environmental challenges, always seeking to optimize and preserve natural resources.

#### Reduction of environmental impact and emissions.

Our suppliers must seek to minimize the environmental impact and control emissions.

#### Hazardous Materials and Product Safety.

Our suppliers must identify hazardous materials and ensure their correct handling, storage, movement, use, recycling, reuse and disposal. The supplier must comply with all applicable product safety requirements by regulations and laws.

#### Property rights.

Our suppliers must respect property rights in the communities in which they operate and must ensure fair negotiation in all land transfers to which they are a party and compliance with all applicable laws and regulations related to property rights.

#### Environmental management systems.

Our suppliers must establish and maintain a robust environmental management system.

## HUMAN RIGHTS

Our suppliers are expected to provide a safe workplace and treat their employees legally, respectfully, and fairly, including:



#### Prohibition of work for minors.

The provider must prohibit the hiring of minors. The supplier shall not employ any person under the age of 15 or who is below the legal minimum age to work in accordance with applicable laws. The supplier guarantees that its business, its suppliers and its subcontractors have proactively taken measures to ensure that exploitation through child labor is ruled out in relation to the production or processing of its products.

#### No harassment or abuse.

Our suppliers are prohibited from harassing or abusing employees. Our suppliers must treat their employees with respect and dignity, and without harassment or abuse of any kind. To the extent permitted by law, providers must strive to provide a workplace free from harassment and abuse arising from co-workers.

#### Prohibition of forced labor.

Our suppliers shall not employ forced or compulsory labor of any kind. Suppliers must take reasonable steps to ensure that all of their employees understand the conditions of their employment.

#### Principle of non-discrimination.

Our suppliers must eradicate any type of discrimination based on age, gender, race, ethnic or social background, nationality, religion or belief, disability, gender reassignment, union or political affiliation or any other characteristic or personal status provided by law.

Our suppliers must provide equal employment opportunities for all people.

## LABOR CONDITIONS

#### Occupational health and safety.

Our suppliers must maintain a work environment that meets or exceeds the applicable legal standards in occupational health and safety. Where applicable, suppliers must provide safety equipment, protectors, and protective clothing / masks to protect workers from machinery and hazardous materials.

#### Freedom of association and collective bargaining.

Our suppliers must respect the freedom of association and the right to collective bargaining. In places where these rights do not exist due to legal restrictions, the provider will provide a means for employee concerns to be heard.

#### Fair wages.

Our suppliers must offer fair compensation and benefits in accordance with applicable laws.

#### Fair workday.

Our suppliers must comply with all applicable laws that regulate working hours, as well as comply with all applicable requirements and limitations established by the laws of the country of manufacture and guarantee that working hours, overtime hours and schedules are not consider excessive.

## IMPLEMENTATION AND COMPLIANCE

These guidelines are effective as long as you have a business relationship with Hirotec Tooling de México S de RL de CV, as well as when accepting any purchase order that Hirotec Tooling de México S de RL de CV issues to any of its suppliers.



Hirotec Tooling de México S de RL de CV reserves the right to verify and evaluate the supplier's compliance with this Code, as well as to take pertinent actions in case of violations.

Failure to comply with this Code of Conduct for Suppliers may be grounds for terminating the relationship with the supplier and any relevant contract that includes, among others, the suspension of purchases, the refusal to receive delivery by virtue of purchase orders and/or the return of goods and services, depending on the severity of the offense.

Any report of violation or suspected violation of the guidelines of this Code can be sent anonymously to the Ethics Line for Complaints of Hirotec Tooling, on the WEB page: [www.resguarda.com/grupohirotecmx](http://www.resguarda.com/grupohirotecmx), by sending an email to the account: [hirotectoolingteescucha@resguarda.com](mailto:hirotectoolingteescucha@resguarda.com) or by calling the toll-free service line (800 444 0597). No action will be taken against anyone who submits a report or cooperates with investigations of violations by others.

### Complaints Mechanism "Whistleblower Protection".

Our suppliers are expected to protect worker confidentiality and prohibit retaliation against workers who report grievances in the workplace. Suppliers should create a mechanism for workers to submit their complaints anonymously.

Suppliers must communicate to workers, subcontractors and their suppliers the process for raising concerns and communicate and maintain a policy of confidentiality, protection against retaliation and anonymity to ensure that workers are comfortable doing so. The supplier must hold its suppliers accountable. Complaint / whistleblower claims should be investigated, and corrective action taken where appropriate.

Concerns and violations related to the Code of Conduct for Suppliers should be reported directly to Hirotec Tooling de México S de RL de CV, through the means previously described for suppliers, business partners and other parties.