



DIRECTIVE ON  
SUSTAINABILITY, COMPLIANCE and  
SOCIAL RESPONSIBILITY

Issue, May 2019

The NBHX Trim Group is a world leader in innovative surfaces for vehicle interiors with a diverse portfolio of materials used. To create decorative parts with attractive surfaces and functions, NBHX Trim Group companies source raw materials, goods and services from suppliers worldwide.

For a long-lasting success of the companies of the NBHX Trim Group and their customers, long-term and trusting business relationships with suppliers are decisive.

We, the following companies of the NBHX Trim Group, NBHX Trim GmbH, NBHX Trim Management Services GmbH, HIB Trim Part Solutions GmbH, NBHX Rolem S.R.L. and NBHX Trim Cz s.r.o. therefore expect ethical behaviour and sustainability from our suppliers. This Directive defines ethical, social, economic, ecological and legal principles that we expect our suppliers to adhere to and implement. It is also the responsibility of suppliers to demand and verify compliance with these principles in their own supply chains.

This Directive defines binding principles for our suppliers in the areas:

1. Business ethics
2. Human rights
3. Employment conditions, Occupational safety and Employee protection
4. Environment, Energy and Climate protection
5. Management systems

## 1. Business ethics

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Our suppliers are aware of their social responsibility and comply with laws, binding guidelines, standards and other regulations.

To ensure fair competition, national and international regulations on unfair competition and antitrust laws are observed. Agreements with competitors regarding prices, offers etc. are to be refrained from.

Corruption in any form, e.g. bribery, granting or acceptance of benefits - whether direct or indirect - will not be tolerated.

Our suppliers shall respect and protect our intellectual property (e.g. patents, design patents, know-how) as well as the intellectual property of third parties and ensure that delivery items or services do not interfere with the intellectual property of third parties.

## 2. Human rights

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Our suppliers undertake to respect human rights and in particular to uphold human dignity.

Trafficking of human beings, forced or child labour will not be tolerated. The applicable local statutory minimum ages for employment must be complied with. If there are no local national legal provisions

with minimum age requirements, the core labour standards of the International Labour Organization (ILO) shall apply.

Suppliers must ensure in their organization that there is no discrimination based, for example, on gender, nationality, skin color, origin, religious affiliation, marital status, sexual orientation, disability, political opinions or other personal characteristics.

### 3. Employment conditions, Occupational safety, Employee protection

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Our suppliers shall comply with applicable health and safety standards. Suppliers must introduce guidelines and processes for occupational safety and health protection in order to create a safe working environment and avoid accidents and occupational ailments. Employees of suppliers must be familiar with the local occupational health and safety regulations and measures and are instructed and trained accordingly.

Working hours and pay are fair and reasonable. Employees are encouraged to find a balance between work and private life. Legal or social partnership requirements, in particular minimum wage laws and working time laws, must be complied with.

Suppliers shall respect the freedom of association of their employees. Suppliers must not discriminate against employee representatives or employees who belong to collective employee representative bodies.

### 4. Environment, Energy and Climate protection

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Our suppliers shall implement measures to ensure that their production sites are as environmentally friendly, energy efficient and climate friendly as possible.

In the interests of sustainability, resource efficiency and clean production, suppliers shall ensure that the development and manufacture of products and the provision of other services are carried out in an economical manner with regard to the consumption of energy and natural resources. Careful use of natural resources also means keeping them clean, e.g. avoiding water pollution. Used goods or delivery items should be reusable or recyclable wherever possible.

Substances that pose a risk to humans and the environment must be avoided. In particular, no substances of very high concern which are fall under the REACH Regulation shall be used. If this is not possible, it must be reported in advance and coordinated with us. If hazardous substances are used, documentation and safe storage, transport, reprocessing, reuse and disposal must be guaranteed.

When procuring raw materials, care must be taken to ensure that no raw materials are used that have been obtained illegally or ethically reprehensible. Conflict material that is subject to embargoes or import restrictions may not be used. In order to guarantee this, it must be ensured in the supply chain that information on the origin and source of raw materials is available.

Emissions shall be controlled and reduced as far as possible. Waste shall be avoided or recycled wherever possible.

## 5. Management systems

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In order to ensure compliance with the principles defined in this Directive, we expect our suppliers to implement management systems. Preference is given to suppliers who are certified according to IATF 16949 in the quality sector, ISO 14001 in environmental management or who work with equivalent systems.

## 6. Implementation of this Directive

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We have the right to verify that our suppliers comply with the principles set out in this Directive. On request, the supplier will provide information hereto or take part in supplier audits.

We recommend to register in the NQC Portal <https://nqc.com/>  
1 George Leigh Street, Manchester, M45DL, United Kingdom  
T: +44 (0) 845 299 2994  
E-Mail: [info@nqc.com](mailto:info@nqc.com)

Any breach of the principles codified in this Directive constitutes a serious breach of contract and a significant disruption of the business relationship with the supplier. We reserve the right to require remedial action in the event of non-compliance with this Directive. If remedial action is not taken within a reasonable period of time set by us, or if the violation is particularly serious, we have the right to terminate cooperation with the supplier.