

HCMUK [IOP] Internal Operating Policy					HITACHI
Human Rights Policy					
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Section 1: Scope

About this Policy

Human rights are rights inherent to all human beings, regardless of race, sex, nationality, ethnicity, language, religion, or any other status. Human rights include the right to life and liberty, freedom from slavery and torture, freedom of opinion and expression, the right to work and education, and many more. Everyone is entitled to these rights, without discrimination.

Hitachi Construction Machinery UK Ltd supports the realisation of human rights by contributing to society through the development of superior, original technology and products, and delivering innovations that answer society's challenges. As a prerequisite to this, we seek to meet its responsibility to respect human rights.

Section 2: Responsibility

The Directors, Senior Management and Heads of Department shall take overall responsibility for implementing this policy and its objectives. You should alert a Manager or Supervisor to any incidents to enable the Company to deal with the matter. All queries regarding this policy should be sent to humanresources@hitachicm.co.uk

Enforcement of this policy is a line management responsibility but for clarity, the application of the policy in relation to specific circumstances is defined as follows:

Section 3: Definitions

Who must comply with this policy?

All employees and suppliers/business partners acting on behalf of the Company must comply with this policy and all relevant anti-bribery and corruption laws of any country in which we conduct business. In this policy, reference to "employee" includes reference to any consultants, temporary/agency staff, volunteers or anyone acting on our behalf. References to "you" and "your" in this policy refers to employees of HCMUK and references to "we", "us" or "our" refer to HCMUK/the Company itself.

What is due diligence?

The term "due diligence" shall mean the process of systematically researching publicly-available information and attempting to identify the existence, legal and/or financial standing, history, ownership, control, structure, government connections/relationships and other facts relevant as risk indicators associated with an entity and/or an individual.

Section 4: Obligations

The Responsibility to Respect Human Rights

We strive to meet our responsibility to respect human rights by not infringing on human rights and addressing negative human rights impacts with which the company may be involved through its operations and business relationships. We understand human rights to be, at a minimum, those outlined in the International Bill of Human Rights and the International Labour Organization's Declaration on Fundamental Principles and Rights at Work.

Relationship to Hitachi's Values and Policies

We are aware that as a business enterprise we are a member of society and can contribute to creating an environment in which human rights are respected. Meeting the responsibility to respect human rights is key to operating as a responsible business and is accepted to be a baseline expectation for all companies. It is an expression of Hitachi Group's Mission and Vision.

Implementing the Responsibility to Respect Human Rights

We are committed to meeting the responsibility to respect human rights through implementing the UN Guiding Principles on Business and Human Rights. We will develop and implement on going human rights due diligence processes which will include identifying and assessing potential and actual human rights impacts and taking appropriate action to prevent or mitigate risks.

The processes will also entail tracking to ensure the effectiveness of our actions to address impacts and risks. To account for how we respond to potential and actual human rights impacts and implement processes to communicate our findings externally. Where we identify that we have caused or contributed to a negative human rights impact, we will provide for, or cooperate in legitimate processes to provide remediation.

We are committed to engaging in dialogue with external stakeholders about addressing potential and actual human rights impacts. Where we face conflict between internationally recognised human rights and national laws, we will follow processes that seek ways to honour the principles of international human rights. We will provide appropriate training and capacity building to embed this policy commitment throughout the company and to ensure that its consolidated subsidiaries understand and implement human rights due diligence effectively.

Section 5: Raising Concerns

Communication and policy awareness

This policy will be communicated to all employees and business partners through established communication channels. Changes to this policy or procedure will be communicated to applicable employees.

Breaches of this policy

Should you believe or suspect a breach of this policy has occurred, or may occur, you must notify your line manager immediately or report it in accordance with our Whistleblowing Procedure as soon as possible. If you are unsure about whether a particular act, treatment of worker(s), or their working conditions within any tier of our supply chain constitutes a breach of this policy, you must notify your line manager as soon as possible.

Any employee who breaches this policy may face disciplinary action which could result in dismissal for misconduct or gross misconduct. The Company reserves the right to terminate our relationship with other individuals and organisations working on our behalf if they breach this policy.

Section 6: References

- Hitachi Group Codes of Conduct and CSR policy
- Business Partner Due Diligence Policy
- Whistleblowing Policy
- Equal Opportunities Policy

Section 7: Change History

REV	CHANGE DESCRIPTION	PREPARED BY	APPROVED BY	DATE
0	Original Issue	A Coote	A Shield	17.02.2021
1	Amended to correct numbering error on sections	A Coote	A Shield	18.02.2021