**Guideline for Sustainable Supply Chains(GSSC)**

1. **Overview**
	1. **Purpose**Doosan Fuel Cell has established the Guideline for Sustainable Supply Chains (GSSC) (hereinafter referred to as the "Guideline") to build an ethical and sustainable supply chain. The guideline defines labor and human rights, environment, safety and health, ethics, and fair trade requirements that partner companies that supply products and services to Doosan Fuel Cell must abide by, and the partner companies must at least request their primary supply chains to comply with and implement the guideline. The guideline is based on the Responsible Business Alliance(RBA) Code of Conduct. The International Labor Organization Declaration on Fundamental Principles and Rights at Work, and global standards and guidelines established by internationally recognized organizations, including the UN Universal Declaration of Human Rights, can be used as additional information. Not every matter that must be implemented by the partner companies is articulated here. The guideline can be reviewed supplemented, and revised regularly.
	2. **Target**

All partner companies that provide goods and services to Doosan Fuel Cell or have signed contracts for other transactions must comply with the guideline. All partner companies subject to this code of conduct should recommend that their entire supply chain, including subcontractors, abide by the provisions of this code of conduct.

* 1. **Roles and Responsibilities of Suppliers**

All Doosan Fuel Cell partners shall consider the matters presented in this Code of Conduct in making management decisions and operating their business. Doosan Fuel Cell and a third-party institution entrusted by Doosan Fuel Cell can perform inspection and due diligence to the extent permitted by law to ensure that the partner complies with the provisions set forth in this Code of Conduct. Based on the results of inspection and due diligence on compliance with this Code of Conduct, Doosan Fuel Cell can recommend improvement of identified risks, and the partner company will establish a risk mitigation plan and implement corrective measures based on mutual consultation on the improvements.

Not every matter that must be implemented by the partner companies is articulated here. The code of conduct can be reviewed supplemented, and revised regularly to build a sustainable supply chain. You can search this code of conduct on the Doosan Fuel Cell website, and contact a relative team in Doosan Fuel Cell to find details.

1. **Labor and Human Rights**
	1. **Anti-Discrimination**

Doosan Fuel Cell's partner companies shall be committed to creating a workplace free from illegal discrimination and harassment on race, skin color, age, gender, sexual orientation, ethnicity, disability, health status, pregnancy, religion, political orientation, union membership, nationality, and marital status in employment, promotion, compensation, other employment practices and provision of educational and training opportunities.

* 1. **Humanitarian Treatment**

Doosan Fuel Cell's partner company must respect the human rights of all workers, and there must not be inhumane treatments, sexual harassment, sexual abuse, corporal punishment, mental/physical coercion, verbal abuse, and unreasonable restrictions. To this end, partner companies shall have reasonable disciplinary regulations and procedures, and notify workers of those regulations and procedures.

* 1. **Child Labor**

Doosan Fuel Cell's partners shall comply with the International Labor Organization's Convention concerning Minimum Age for Admission to Employment and shall not hire employees below the minimum age stipulated by local laws. Workers under the age of 18 shall not perform overtime/night work and dangerous work for safety and health. In case of interns, appropriate management and support shall be provided in accordance with local laws and regulations.

* 1. **Wages and Benefits**

Doosan Fuel Cell's partners shall pay wages on a set date in compliance with minimum wage and overtime pay acts, and provide a salary statement written in a language that workers can understand. All workers' working days and working hours shall not exceed the maximum set forth in local laws.

* 1. **Prohibition of Forced Labor**

Doosan Fuel Cell's partner company shall not force labor(slave labor, human trafficking, involuntary prisoner labor) against the will of workers. When hiring, a labor contract written in an understandable language shall be signed and one copy of the contract shall be provided to the worker. When hiring foreign workers, the original documents(passports and work permits) shall be kept by the worker himself or herself. Employers may keep documents only when such storage is a legal obligation. In this case, workers shall not be denied access to the documents in any case. Workers shall not be asked to pay recruitment fees of recruiting agencies or subcontractors, or other employment-related fees. Partner companies shall not unreasonably restrict workers' movement, and workers can leave the company if they want to.

* 1. **Freedom of Association**

Doosan Fuel Cell's partner company shall guarantee workers' right to freely organize and join labor unions and the right to collective agreements and peaceful assembly/protest in accordance with local laws and regulations. Workers or their representatives shall be able to share their opinions and difficulties with management without fear of discrimination, retaliation, and threats.

1. **Health and Safety**
	1. **Occupational safety**

Doosan Fuel Cell's partner shall remove physical hazards in advance and take preventive measures through appropriate design, engineering and administrative control, preventive maintenance, and safe work procedures. In addition, workers shall not be exposed to potential safety hazards(i.e., safety risks regarding electricity and other energy sources, fires, vehicles, and falling). If the risk factors cannot be sufficiently controlled by these means, workers shall be provided with appropriate personal protective equipment.

* 1. **Maintenance of Safety of Machinery and Equipment**

Doosan Fuel Cell's partner company shall evaluate safety hazards of production and mechanical facilities. If a worker is at risk of injury due to facilities, the partner company shall install safety devices, protective walls, emergency devices and provide safety protective equipment to workers.

* 1. **Emergency Response Plan**

Doosan Fuel Cell's partner company shall have an emergency response plan for reporting, response actions, follow-up measures to natural disasters, collective infections, fire and safety accidents and other emergencies. In addition, emergency drills shall be conducted at least once a half year in accordance with local emergency laws of each nations in which the project is conducted and in-house emergency plans/manuals, and shall regularly check whether it is operated properly with emergency evacuation routes, guidance, detector alarms and firefighting facilities.

* 1. **Disaster and Disease Control**

Doosan Fuel Cell's partner company shall establish procedures and systems for preventing, managing, tracking, and reporting occupational accidents and diseases. The system provides necessary data by identifying workers' injuries and diseases, and includes corrective measures to prevent recurrence.

* 1. **Compliance with Safety and Health Laws and Regulations**

Doosan Fuel Cell's partner company shall comply with the safety and health-related laws and regulations of each country where their business is operated, and shall acquire and maintain all safety and health-related licenses necessary for the operation of the business.

* 1. **Establishment of Health and Safety Management System**

Doosan Fuel Cell's partners shall operate a \*safety and health management system in which the CEO reviews the results of planning, implementation, and inspection by reflecting the safety and health policy in the management policy to prevent occupational accidents and create and maintain an optimal working environment.

\*ISO45001 established by the International Organization for Standardization (ISO) and KOSHA-MS(formerly. KOSHA 18001) developed by the Occupational Safety and Health Agency

* 1. **Risk Assessment**

Doosan Fuel Cell's partner shall regularly conduct risk assessments to identify workers' exposure to risk factors and prevent risks in advance. According to the evaluation results, safe process design, technical/administrative control, preventive maintenance, reflection of safety aspects in work statements, continuous education are required. In addition, necessary personal protective equipment shall be provided to workers, and the target workers shall be supervised to wear them.

* 1. **Medical Checkups and Follow-up Management**

Doosan Fuel Cell's partners shall regularly conduct general or special health checkups for employers and employees in accordance with the Health Examination Act of each country in which the business is conducted, and shall take measures such as changing workplaces, changing roles and responsibilities, and shortening working hours, if necessary as a result of health checkups.

* 1. **Physically Demanding Tasks**

Doosan Fuel Cell's partner company shall identify, evaluate, and control workers' exposure to physically demanding tasks such as lifting heavy materials, excessively repetitive tasks, long standing tasks, and assembly tasks.

**3.10 Sanitation, Food and Housing**

Doosan Fuel Cell's partner company shall provide workers with clean rest rooms and drinking water facilities, sanitary cooking/storage facilities, and places to eat. In addition, dormitories provided to workers shall be clean and safe, and provide reasonably sized personal spaces with proper lighting, emergency escape facilities, heating, hot water, ventilation facilities, personal belongings storage facilities, and appropriate access devices.

**3.11 Safety and Health Communications**

Doosan Fuel Cell's partner company shall provide workers with appropriate safety and health information and education in their native language or in a language that workers can understand for all identified occupational risks. Workplace safety and health information posting shall have visibility. Safety and health education shall be provided to all workers on a regular basis, and workers shall be encouraged to freely raise health and safety concerns.

1. **Environment**
	1. **Compliance with Environmental Laws and Regulations**

Doosan Fuel Cell's partners shall comply with environmental laws and regulations, environmental licensing and reporting requirements of each country in which they conduct business. They also shall abide by Doosan Fuel Cell’s environmental/quality management standards.

* 1. **Hazardous Substance Control**

Doosan Fuel Cell's partner company shall identify harmful substances used at work and manage the safe handling, movement, storage, use, and disposal history of these substances. Hazardous substances refer to compounds or other substances that pose a risk to the environment or workers' health when discharged to the outside or exposed to the human body.

* 1. **Emissions Control**

Doosan Fuel Cell's partner company shall establish an emissions monitoring system in handling emissions generated from workplace, facilities, work processes, sanitation and facilities and comply with the control and treatment methods and limits set forth in local statutes. Emissions mean wastewater, waste(general/designated), air pollutants, and ozone-depleting substances.

* 1. **Resource Efficiency**

Doosan Fuel Cell's partner company shall efficiently leverage resources used at work through process efficiency, raw material replacement, recycling and reuse of resources and other improvement activities. Resources include raw/subsidiary materials, energy, and water used in production.

* 1. **Product Environmental Regulation Response**

Doosan Fuel Cell's partner company shall comply with all relevant laws, regulations, and customer requirements for the prohibition, permission, registration of certain substances articulated in local statutes, and recycle labeling.

* 1. **Energy Consumption and Greenhouse Gas Emissions**

Doosan Fuel Cell's partners shall comply with the environmental laws and regulations of each country in which their business is operated, and obtain all environmental licenses necessary for operation.

* 1. **Conservation of biodiversity and prohibition of deforestation**

Doosan Fuel Cell's partner company shall respect global commitment to the Convention on Biological Diversity and the United Nations Strategic Plan for Forests and GFGs, which were agreed upon by the international community under the leadership of the United Nations Environment Program (UNEP), and strive to prevent negative environmental impacts during business activities.

* 1. **Responsible Mineral Purchases**

As a responsible member of the supply chain, Doosan Fuel Cell's partner company shall not use minerals(tin, tungsten, tantalum, gold) of specific origins that are anticipated to cause serious concerns and their use is restricted due to human rights violations and environmental destruction in the international community within Doosan Fuel Cell’s supply chain. They shall establish and operate policies that comply with international regulations and national laws related to this matter. Through this, the partner company shall endeavor to prove the origin of the relevant materials and provide relevant information.

1. **Ethics and Fair Trade**
	1. **Transparent Management and Anti-corruption**

Doosan Fuel Cell's partner companies are required secure the highest level of ethical standards in all business relationships. It shall advocate a zero tolerance policy that strictly prohibits all forms of unethical activities(corruption, extortion, embezzlement, bribery, compensation, and entertainment). Partner companies shall implement monitoring and enforcement procedures for these unethical activities in compliance with work ethics and anti-corruption laws.

* 1. **Fair Trade**

Doosan Fuel Cell's partner shall not provide or accept any means of profit through unfair or inappropriate transactions in business. The laws and regulations related to fair trade shall be obeyed, and unfair trade practices and any act that hinders the order of fair trade shall not be committed. In addition, any act shall not be agreed between a partner and other operators to unfairly restrict competition regarding price, supply, trading areas and terms of goods or services. Information illegally obtained from the company, competitors, partners, or third parties shall not be used or disclosed.

* 1. **Transparent Information Disclosure**

Doosan Fuel Cell's partner company shall disclose information on business activities, financial conditions, and business performance honestly in compliance with relevant laws and regulations. All business transactions must be executed in a transparent and an accurate manner in the partner company's business books and records. Information on the labor, health and safety, environmental management, business activities, structure, financial status and performance of the partner company shall be disclosed in line with relevant general industrial practices. Forgery of records or indication of insolvency of actual conditions and practices in the supply chain is not acceptable.

* 1. **Intellectual Property**

Doosan Fuel Cell's partner does not infringe or illegally use other people's patents, software, designs, trademarks and other intellectual properties for business purposes. Intellectual property rights shall be respected, and technology/know-how must be transferred in a way that protects the rights.

* 1. **Personal Information Protection**

Doosan Fuel Cell's partner shall systematically manage and protect personal information of all stakeholders(partners, customers, employers, employees) and comply with relevant laws and regulations in case of collecting, storing, using, providing, and destroying personal information.

* 1. **Protection of Identity and Prohibition of Retaliation**

Doosan Fuel Cell's partner shall establish and operate procedures to enable confidentiality, anonymity and identity protection so that workers can raise issues without fear of retaliation.

1. **Management System**
	1. **Compliance**

Doosan Fuel Cell's partner shall be committed to compliance with laws, regulations, and customer requirements related to the promotion of the business, and shall remain committed to improving compliance.

* 1. **Responsibilities of Partners**

Doosan Fuel Cell's partner shall communicate and encourage sub-partners to comply with these rules and shall recommend improvement if its sub-partners violate laws and regulations in the relevant field or are aware of risks.

* 1. **Risk Assessment and Mitigation**

Doosan Fuel Cell's partner shall have procedures to identify risks related to this code of conduct and mitigation shall be developed and implemented if they find significant risks.

* 1. **Goal Establishment and Management**

Doosan Fuel Cell's partner shall document goals, targets, and action plans for corporate social and environmental responsibilities and occupational safety and health, and periodically evaluate performance progress.

* 1. **Guideline Posting and Training**

Doosan Fuel Cell's partner shall understand and comply with these guidelines. To this end, the partner must make employees access these guidelines, and prepare a training program for compliance with the guidelines.

* 1. **Feedback and Reporting**

Doosan Fuel Cell's partner shall receive feedback from employees regarding the standards and conditions to which this guideline applies, and operate procedures to promote improvement measures. In addition, actions that may violate this guideline can be reported through Doosan Fuel Cell's Cyber Reporting Center(02-3398-0922/https://ethicshelpline.doosan.com/cbrpt/frontView.do).