

Third Party Code of Conduct

Objective

When providing goods and services to Hannover Re Group (hereinafter “Hannover Re”) the third party provider (hereinafter “TP”) commits himself to behave lawfully, be socially responsible and abide by all labor standards. Furthermore, the TP declares to take environmental responsibility, comply with anti-bribery and corruption, anti-money laundering, counter terrorist finance and other sanction regulations, as well as data protection and security, and confidentiality of sensitive or protected information regulations.¹

Hannover Re expects from all of its TPs to choose their third party providers with similar standards as those laid down in this Third Party Code of Conduct (hereinafter “TPCoC”).

This Third Party Code of Conduct serves as a fall-back regulation. In the event that a matter highlighted in this document is already governed by a contractual agreement between Hannover Re and the TP, the terms and regulations of the latter shall prevail.

Lawful behaviour

Hannover Re expects its TP to observe the letter and spirit of laws and regulations and to act in accordance with their intended aims and objectives. These legal requirements explicitly include, but are not limited to, laws relating to employment, human rights, health and safety, the environment, international sanctions and trade restrictions as well as anti-money laundering and counter-terrorist finance regulations.

Hannover Re further expects its TP to obtain, maintain and keep up to date all required permits, licenses and registrations necessary to conduct its business. TP will meet operational and reporting requirements.



The TP declares its commitment to laws and regulations with special focus on those listed above.

Anti-bribery & -corruption, anti-money laundering, counter terrorist finance and sanctions regulations

Hannover Re expects its TP to do business in an ethical and transparent manner.

Hannover Re further expects its TP to avoid any form of bribery, corruption, embezzlement and extortion.

The TP shall never offer, pay, promise to pay or accept anything of value, either directly or indirectly, which may improperly influence its judgement, decisions or actions or those of others.

The TP must implement and will maintain within its organization compliance policies or codes prohibiting any such actions by its officers, representatives, or employees and towards any other third party acting on its behalf.

Hannover Re expects its TP to make every effort to prevent money laundering and adhere to applicable sanctions and embargo regulation.

¹ In general, the requirement to comply with regulations refers to any regulation, law or other binding requirement applicable to the TP in its jurisdiction as is mandated for its type of business.



The TP ensures compliance with sanctions, AML/CFT, as anti-bribery and anti-corruption.

Environmental responsibility

Hannover Re expects its TP to address sustainability in their business activities and to apply environmental stewardship in their operations. This comprises a responsible use of product and materials and an environmentally friendly use of technology and transport systems.

Hannover Re expects its TP to contribute to a reduction of the environmental impact of their operations and to take responsibility for the environment and the social landscape in which they operate.



The TP complies with health, safety and environmental regulations.

Social responsibility and labour standards

Hannover Re expects its TP to respect the internationally recognised human rights of their employees and to treat them with respect and dignity.²

In particular, the TP will not tolerate any kind of child labour.

Hannover Re expects its TP to not tolerate racism, inappropriate behaviour, sexual or other harassment or insulting behaviour, intimidation or violence, or the threat of such.

The working hours of the TP's employees and compensation paid should be in compliance with local stipulations. The TP shall prohibit slavery in any form, and child labour in its business operations.

² In addition, we refer to our statement "Human Rights and Supply Chain" on our website.

The TP will ensure the safety of its workplace environment and train its staff accordingly and promote the health and safety of its employees.

Hannover Re expects its TP to respect the rights of its employees of free association, join labour unions, seek representation, join works councils and engage in collective bargaining and to not disadvantage employees who act as workers' representatives.



The TP ensures safe working conditions and respectful treatment of all employees.³

Data protection & security, confidentiality

Hannover Re expects its TP to ensure the confidentiality, integrity and availability of all information assets and to protect them against unauthorised disclosure, disruption, manipulation, or other forms of misuse. Data entrusted to the TP must be handled responsibly and data protection and privacy laws must be adhered to.

Hannover Re expects its TP to keep trade and business secrets of Hannover Re and similar confidential information in strict confidence and not disclose such information to third parties without written consent or as mandated by law or court order and to also take appropriate safeguards to protect such information against unauthorised disclosure.



The TP will ensure compliance with data protection and privacy laws and regulations.

³ In general, this stipulates the core labour standards of the International Labour Organisation ([ILO](#)).

Implementation of requirements

Hannover Re expects its TP to observe the rules set out in this document as the basis for all future supply of products and / or services. TP commits to fulfil all of the principles and requirements of this TPCoC.

Hannover Re reserves the right to assess compliance with this TPCoC through various methods such as self-assessment questionnaires and the performance of audits. Hannover Re will work with its TP to address any findings through remedial actions. TP who does not implement appropriate corrective and preventive actions or who has critical deviations from the standards of this TPCoC run an increased risk of being excluded from current and future business with us.

Grievance mechanisms

Hannover Re encourages to report concerns or violations of this TPCoC via any of the following reporting channels.

Mail

Speak_up@hannover-re.com

Phone

+49 511 5604 6377

Online speak up system

