

## NEW WORLD DEVELOPMENT COMPANY LIMITED – HUMAN RIGHTS POLICY

New World Development Company Limited (the “Company”) respects each individual as an artisan and values his/her involvement in our business operations and the local communities.

The Company is committed to treating our stakeholders with dignity, fairness and respect. With the Group Sustainability Policy and the Employee Handbook as bases, the Human Rights Policy of the Company references the principles embodied in the Universal Declaration of Human Rights, the International Labour Organization’s Declaration on Fundamental Principles and Rights at Work, the United Nations Global Compact’s principles on Human Rights, the United Nations Guiding Principles of Business and Human Rights and the United Nations Sustainable Development Goals. The Company will comply with all relevant laws, regulations and standards at its business locations. The Supplier Code of Conduct applies to our corporate supply chain partners such as suppliers, contractors, subcontractors, vendors and service providers and is aligned with the guidance of this Policy. All Business Units (BUs) are encouraged to make reference to the principles of this Policy, where applicable, BUs would establish its/their own policy/policies.

### **Equal Opportunity, Diversity and Inclusion**

The Company is committed to maintaining an equitable and supportive workplace and business conduct free of discrimination, harassment, intimidation or violence on the bases of race, colour, nationality, religion, gender, sexual orientation, age, marital status, disability, medical condition, political affiliation or any other characteristics protected by law. Employees are expected to treat each other with respect and courtesy. As an equal opportunity employer who inspires employees to stay and grow within the Group, the Company ensures meritocratic employee recruitment, training, compensation and promotion processes per compliance with the relevant legislation in force from time to time about discriminations including but not limited to Chapter II of Labour Law of the People's Republic of China, Sex Discrimination Ordinance (Cap.480) of HKSAR, Disability Discrimination Ordinance (Cap.487) of HKSAR, Family Status Discrimination Ordinance (Cap.527) of HKSAR and Race Discrimination Ordinance (Cap.602) of HKSAR.

### **Work Hours, Remuneration and Benefits**

The Company operates in full compliance with statutory requirements on work hours, holidays, remuneration and benefits per the Employment Ordinance of HKSAR. Recognising the need for the work-life balance of our employees, initiatives to promote a healthy workplace culture and flexible working hours may be introduced as far as is reasonably practicable within the constraints of effectively running the business.

### **Safe and Healthy Workplace**

The Company provides a safe and healthy work environment for our employees. The Company complies with legislation concerning the health and safety of employees including but not limited to the Occupational Safety and Health Ordinance (Cap.509) of HKSAR, other laws and regulations of HKSAR and internal requirements. The Company strives to improve its operational practices to reduce the risks of occupational accidents and injuries. The Company actively engages the employees and supply chain partners to provide training and reporting mechanisms regarding workplace health and safety.

### **Illegal Labour and Human Trafficking**

The Company forbids the employment of all forms of illegal and forced labour, including child labour, illegal immigrants, prison labour and indentured labour and any form of human trafficking in our operations and contracted business activities along our supply chain.

### **Freedom of Association and Collective Bargaining**

The Company respects civil liberties of employees and their freedom of speech, their right to decide to form, join or not join associations and/or labour unions in accordance with the local statutory law with no reprimand. In cases where employees are represented by associations and/or labour unions, the Company is committed to bargaining in good faith with their representatives.

### **Community and Stakeholder Engagement**

The Company aims to enhance the quality of life for the communities in which it operates. Where appropriate, human rights concerns will be discussed with relevant stakeholders. The Company is committed to supporting the under-resourced groups in fulfilling their civil rights and achieving upward social mobility through community programmes, volunteering and frequent dialogue with social groups.

### **Guidance for Employees and Performance Disclosure**

In case of experiencing violation or inappropriate treatment within the Company or by business partners, employees must report the incident to the respective Department Head or Human Resources Department or Management, who will share such information in confidence with the General Manager – Group Audit and Management Services for further investigation where appropriate. The reporting employees shall not face any coercion, discrimination or retaliation. The Whistleblowing Policy contains further details on the reporting and investigation processes as well as the rights and responsibilities of the whistleblower. The Company will communicate

its human rights performance as part of its “environmental, social and governance” (ESG) disclosure in the Annual Report and the Sustainability website.

### **Monitoring and Reporting**

The Company oversees employee Human Rights policy and will monitor its human rights impacts arising from business activities and the relationship with supply chain partners and other stakeholders.

Human Rights risk factors are incorporated in our Group Risk Management Policy and the “Risk Management & Internal Control Assessment Checklist” for evaluation by NWD departments and BUs every six months. Risk findings are reported to the Company's Audit Committee and the Sustainability Committee<sup>1</sup> for a timely response. The Executive Director and Senior Director of Human Resources and/or General Manager – Group Audit and Management Services are to be informed of any issues or violations arising in places where the Company operates. Human rights metrics are captured in the internal Environmental, Social and Governance data management system and our performance is audited on a regular basis. Corrective actions will be duly implemented to improve our performance. Key human rights metrics and impact will be disclosed in NWD annual reports or sustainability website and reported to the Sustainability Committee.

### **Review of Policy**

Necessary changes to the Policy due to legislative changes and the emergence of best practices will be proposed to the Group Sustainability Steering Committee<sup>2</sup> for review, in any event, at least once every three years, and Sustainability Committee for endorsement.

### **Enquiries**

Please email [sustainability@nwd.com.hk](mailto:sustainability@nwd.com.hk) for enquiries on this Policy.

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<sup>1</sup> Sustainability Committee: Chaired by Executive Vice-chairman and Chief Executive Officer of the Company, the Sustainability Committee comprises two independent non-executive directors and one executive director and directly oversees and advises on the Company's sustainability strategy, work plans and performance targets to advance ESG leadership.

<sup>2</sup> Group Sustainability Steering Committee: reporting to the Sustainability Committee and comprising senior executives from Group functions and major business units, the Steering Committee drives practical implementation of sustainability initiatives and manages their performance to support the Sustainability Committee.