

## **SLAVERY AND HUMAN TRAFFICKING STATEMENT FOR FINANCIAL YEAR 2023.**

The Modern Slavery Act 2015 contemplates that certain commercial organizations will prepare an annual slavery and human trafficking statement and either publish it on their website if they have one or provide it to the public on request.

The slavery and human trafficking statement either: (i) describes the steps the organisation has taken during the financial year to confirm that slavery and human trafficking are not taking place in its supply chains or its own business; or (ii) confirms that the organisation has taken no such steps.

This slavery and human trafficking statement is provided for the financial year ending 31 December 2023 by ExxonMobil Hong Kong Investments Limited (the Company) and was approved by the Company's board by resolution on 1<sup>st</sup> July 2024.

## **THE COMPANY'S STRUCTURE, BUSINESS AND SUPPLY CHAINS**

The Company and/or its affiliates in the United Kingdom are involved in gas and power marketing activities, pipeline and distribution operations, refining and marketing of fuels and lubricants and the manufacture of petrochemicals.

The Company's supply chain includes suppliers providing goods and services to multiple ExxonMobil group companies and are contracted by the Procurement function. This consists of engineering, procurement and construction services, general facilities maintenance and technical support services, transportation services, operations maintenance and support services, catering services, corporate services such as information technology and marketing support, temporary labour and goods and equipment. The processes applied by the Procurement function (some of which are noted in this statement) operate for the benefit of ExxonMobil group companies, including the Company.

## **POLICIES IN RELATION TO SLAVERY AND HUMAN TRAFFICKING**

The Company condemns human rights violations in any form. We do not utilise forced or compulsory labor in our operations, including prison labor. All employees of the Company are recruited and provided with working conditions that comply with applicable laws and regulations.

The Company forbids the use of children in its workforce. Company employees are above the legal employment age in the country of their employment.

The Company is committed to respecting human rights as a fundamental principle in its operations. Its approach is guided by the goals of universally recognised principles, which are integrated into its policies, practices and expectations and regularly reinforced through training.

The Company's commitment to respecting the rights of our workforce and those within the communities where it operates is embedded throughout its policies, practices and expectations and reflect the spirit and intent of the United Nations' **Universal Declaration of Human Rights**. They also support the **International Labour Organization 1998 Declaration on Fundamental Principles and Rights at Work** (ILO Declaration) including:

- Freedom of association and effective recognition of the right to collective bargaining.
- Elimination of all forms of forced and compulsory labour.
- Effective abolition of child labour.
- Elimination of discrimination in respect of employment and occupation
- Safe and healthy work environment.

The Company's policies and practices also incorporate elements of the **2011 U.N. Guiding Principles on Business and Human Rights** "Protect, Respect and Remedy" framework for the distinct but complementary roles of businesses and governments regarding human rights including commitments, due diligence and access to remedy.

The Company addresses human rights through the collective of its policies and practices. The following key standards, procedures and processes guide the Company's integrated approach to human rights.

The Company's **Standards of Business Conduct** include our "foundation policies" and define our expectations for ethical conduct. The Board of Directors adopts and oversees the administration of these standards, which uphold the values of human rights, labor, the environment and anti-corruption. These foundation policies collectively express expectations for directors, officers and employees.

Core policies from our Standards of Business Conduct include:

- Ethics: We comply with applicable governmental laws, rules and regulations. Our ethics policy states that even when the law is permissive, the course of highest integrity is chosen.
- Health: We identify, evaluate and manage health risks related to our operations that potentially affect employees, contractors or the public.
- Complaint procedures and open door communication: These encourage employees to ask questions, voice concerns, and make appropriate suggestions regarding the business practices of the Company.
- Environment: We conduct our business in a manner compatible with the balanced environmental and economic needs of the communities in which we operate.
- Safety: We conduct our business in a manner that protects the safety of employees, others involved in operations, customers, and the public.
- Equal Employment Opportunity: We provide equal employment opportunity in conformance with all applicable laws and regulations to individuals who are qualified to perform job requirements.

Through the Standards of Business Conduct the Company commits to:

- being a good corporate citizen in all the places the Company operates;
- maintaining high ethical standards;
- obeying all applicable laws, rules and regulations; and
- respecting local and national cultures.

The Company's **Statement on Labor and the Workplace** reinforces our commitment to providing positive, productive, and supportive work environments. Additionally, our **Standards of Business Conduct** provide a framework for responsible operations and are consistent with the spirit and intent of the ILO Declaration. The Company supports these principles, developing and implementing policies, procedures and practices that align with applicable laws as well as local circumstances and customs to accomplish the objectives of the ILO Declaration.

More specific to modern slavery and human trafficking, and consistent with our Standards of Business Conduct and our Ethics Policy, we expect compliance by all officers and employees with

applicable laws and regulations in respect of working conditions and the payment of wages and benefits. This includes a prohibition of slavery and human trafficking.

## **DUE DILIGENCE PROCESSES AND ASSESSMENT AND MANAGEMENT OF SLAVERY AND HUMAN TRAFFICKING RISKS IN THE COMPANY'S BUSINESS AND SUPPLY CHAINS**

The Company operates its business through various standards, procedures and processes. ExxonMobil's **Operations Integrity Management System (OIMS)** provides the framework for managing safety, security, health, and environmental risks. Each operating organization is responsible for maintaining systems and practices that conform to the OIMS framework.

With regard to the Company's supply chain, we seek to work with suppliers who share our commitment to respecting human rights. We hold our suppliers, vendors and contractors to stringent compliance, anti-corruption, non-conflict, safety and other guidelines and our standard terms and conditions oblige suppliers to adhere to all applicable laws and regulations.

Procurement professionals apply a rigorous a set of standards and follow procedures that outline the requirements for acquiring goods and services, processes for qualifying suppliers, executing contracts and monitoring supplier performance during the contract term. Prior to awarding a contract to a new supplier, Procurement's due diligence process is designed to screen suppliers across a number of compliance areas (including sanctions, anti-corruption, and human trafficking) using third-party information such as government and media databases. Our due diligence process for identifying, assessing and monitoring human rights risks focuses on three factors: the supplier, the commodity, and the location. Identification of a higher risk in these areas triggers our further assessment of a supplier's policies and risk management practices prior to continuing with the contracting process.

Additional due diligence is applied when procuring goods and services that utilise a significant amount of low-skilled, physical labour in a country ranked in the lower tiers (i.e., 2 Watch, 3 or Special Case) of the Trafficking in Persons (TIP) Report published by the U.S. Department of State. If a potential higher risk is identified, then the potential suppliers complete a questionnaire prior to contract award to assess whether they have the policies or practices in place to address such risks and we review and assess the responses prior to continuing with the contracting process.

Standard requests for quotations used by the Procurement function highlight the Company's expectation that the supplier shall:

- comply with all applicable laws prohibiting the utilization of forced or compulsory labour.

- provide its employees with working conditions, including payment of wages and benefits, which comply with all applicable laws.
- ensure that its employees meet the legal employment age requirements in the country of employment.

The standard terms and conditions used by the Procurement function oblige suppliers to:

- comply with all applicable laws and regulations, including those related to employment, safety, security, health and the environment;
- impose similar terms and conditions on their subcontractors; and
- permit audits and allow access to office / work locations, documentation and personnel.

These standard terms also allow for termination if the supplier's performance is not acceptable.

In 2016, the Company published its **ExxonMobil Supplier, Vendor and Contractor Expectations**, a set of guidelines that outlines expectations of suppliers, vendors and contractors, inclusive of human rights. In particular this reinforces the expectation that suppliers, vendors and contractors:

- conduct operations and business practices in a manner consistent with the ILO Declaration noted above including the elimination of child labour, forced labour, workplace discrimination, and recognition of freedom of association; and
- manage activities in a manner that respects human rights and is consistent with the United Nations Guiding Principles on Business and Human Rights in effect as of 2011.

On an annual basis, suppliers are reminded of our expectations on human rights and other topics in our **Year End Supplier Letter**. This letter reinforces our expectations that suppliers conduct business in compliance with standards similar to our Standards of Business Conduct and that they further comply with all applicable laws, rules, and regulations. To provide a channel of communication to help our suppliers meet our expectations, this year end letter also includes contact information should the supplier have questions or concerns as to the application of the Company's business standards.

A select number of suppliers are audited each year for contract compliance, such as related to pricing, safety, drug and alcohol policy compliance, invoicing and travel expenses. A supplier's contract may be subject to termination if the supplier is not meeting the Company's expectations.

## **EFFECTIVENESS IN ENSURING THAT SLAVERY AND HUMAN TRAFFICKING IS NOT TAKING PLACE IN ITS BUSINESS OR SUPPLY CHAINS**

To establish a consistent understanding of our ethical standards, employees are required to confirm annually that they have read and are in compliance with the Standards of Business Conduct.

Through the Company's procedures and "Open Door Communication" process, employees are encouraged to ask questions, voice concerns, and make appropriate suggestions regarding the business practices of the Company.

Employees are expected to report promptly to management suspected violations of law, the Company's policies, and the Company's internal controls, so that management can take appropriate corrective action.

Depending on the subject matter of the question, concern, or suggestion, each employee has access to alternative channels of communication, for example, the Controller's Department; Internal Audit; the Human Resources Department; the Law Department; Global Operations & Sustainability (Safety and Risk, Global Security, Medicine & Occupational Health and Sustainability); and the Treasurer's Department.

Employees have access to processes that allow for questions, concerns and suggestions to be raised anonymously. We provide several confidential mechanisms for reporting, including a 24-hour phone number and a mailing address.

## **TRAINING ABOUT SLAVERY AND HUMAN TRAFFICKING AVAILABLE TO STAFF**

The Company reinforces its commitment to respecting human rights through staff/employee training.

Our **Standards of Business Conduct** are a key part of onboarding new employees, and are reinforced and communicated to employees annually.

Throughout 2023, computer based human rights awareness training was available to Company employees, including professionals in the Procurement function, to build understanding of human rights issues and an awareness of potential human rights risks.

Employees are regularly required to complete business practices training, which is planned to be conducted again in 2024. The training covers select foundation policies (ethics, for example), as well as procedures for raising concerns and facilitating open communication with management.

## **OTHER INITIATIVES**

ExxonMobil continues to work closely with Ipieca to monitor business and human rights trends, including to develop and share practices on human rights due diligence and human rights supply chain management with the oil and gas industry and other extractive industries.

More information on ExxonMobil's efforts regarding environmental, social and governance performance is available in the annual Sustainability Report (formerly the Corporate Citizenship Report) or at [www.exxonmobil.com](http://www.exxonmobil.com)

### **Signed for and on behalf of ExxonMobil Hong Kong Investments Limited**

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**Director**

**Name:** P. A. GREENWOOD

**Date:** July 8, 2024

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