

GS Caltex Human Rights Policy

Introduction

As a global corporate citizen, **GS Caltex** recognizes the importance of human rights, universal values of humanity, and respects the rights of stakeholders in its and employees' activities.

GS Caltex complies with various state and local labor laws, and in order to support and implement the human rights/labor standards of international organizations such as UN and ILO, operates its human rights/labor-related processes including internal/external communications and grievance handling/remedying procedures.

In order to implement the above, **GS Caltex** hereby declares its human rights policy as follows.

1. Protecting basic human rights

1.1 Humane treatment : We will respect our employees, and endeavor to prevent mental or physical inhumane treatment, such as verbal abuse, sexual violence, or physical abuse, to them.

1.2 Non-discrimination : In operating our personnel system which covers hiring, promotion, compensation, and training opportunities, we will not engage in unjust discrimination on the basis of race, skin color, gender, language, faith, nationality, disability, social status, etc.

1.3 Prohibiting forced labor : We will not force labor which unduly restricts mental or physical freedom, e.g., by assault, intimidation, or imprisonment, and is against a person's free will, nor require workers to hand over their IDs or other important personal documents, as a condition of employment.

1.4 Prohibiting child labor : We will comply with the minimum employment age as prescribed in the state and local laws, and will not expose youth to any work environment harmful and dangerous to human bodies.

2. Protecting labor rights

2.1 Complying with legal working hours and working conditions : We will comply with work hours and guarantee minimum wage as prescribed in state and local laws, and comply with labor-related laws governing social insurance membership, provide recesses

and vacations, etc.

2.2 Creating a safe work environment : We will strictly comply with health and safety standards as required by state and local laws. We will conduct periodical training /education reflecting legal requirements, and promote workers' safety awareness through safety culture activities.

2.3 Building productive labor-management relations : In order to foster a healthy organizational culture, we will grant opportunities for communication between the company and employees, will guarantee labor union membership and collective bargaining, and will not impose undue disadvantages on employees by reason of labor union activities.

3. Protecting stakeholders' human rights

3.1 Privacy : We will protect customers' and other stakeholders' personal information in accordance with state and local laws, and will not use the same without the information-holder's prior approval nor use the same for any other purposes. Also, we will transmit true information and not provide false information.

3.2 Local community engagement : We will manage changes in local communities caused by our workplaces' potential social and environmental impacts. So that residents near the workplaces can raise their concerns for potential impacts and solve the same, we will listen to local communities' opinions and endeavor to reflect the same in our business activities.

GS Caltex will do its best to prevent human rights violations which can occur in the process of business activities and exclude third parties' undue involvement in human rights violations. Further, **GS** Caltex will continuously improve this human rights policy by reflecting domestic and overseas trends.

(Enacted on July 12, 2018)