

Inqubo Yokuziphatha Yabahlinzeki be- Huhtamaki

Huhtamaki

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Iginisekiswe isigungu esiphakeme
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Kwa-Huhtamaki, isifiso sethu ukuba yinketho yokuqala yezixazululo ezisimeme zokupakisha emhlabeni jikelele. Sihlale siqondiswa izindinganiso zethu - Care, Dare, Deliver - okwenza umnyombo wamasiko ethu nendlela yokusebenza.

Ngokuvumelana nezimiso zethu zokuziphatha, sizibophezele ekuqhubeni ibhizinisi ngendlela ehambisana nemithetho neziqondiso ezisebenzayo kanye namazinga okuziphatha okuhle kwebhizinisi, futhi ehlonipha amalungelo abantu kanye nemvelo.

Le Mithetho Yokuziphatha Yabahlinzeki be-Huhtamaki (“iNqubo”) isebenza kubo bonke ozakwethu bebhizinisi abahlinzeka ngezimpahla noma amasevisi kithi (“Wena”) futhi iyingxenye ebalulekile yobudlelwano bethu bebhizinisi. Iveza amazinga aphansi okuziphatha okuhle kwebhizinisi kanye nesibopho senhlalo nemvelo silindele ozakwethu ukuba bathobeke, kanye nokulindelwe ukuthuthukisa izinhlelo zokulawula ezifanele, kuvunyelwe ukuqinisekiswa kwezinkampani zangaphandle, nokubhekana nokungathobeli.



Siyanakekela
Siyawunakekela umhlaba, abantu, kanye nabantu esihwebelana nabo.



Sinokuzethemba
Sinokuzethemba ekwenzeni ushintsho, ukukhula kanye nokubukela ingomuso.



Isiqinisekiso
Siyakuqinisekisa ukufeza izethembiso, ukuba nonembeza kanye nokusebenza ngokubambisana.

Amazinga

OKOMPHAKATHI

Impilo Nokuphepha

- Uhlinzeka abasebenzi ngendawo yokusebenza ephephile nenempilo ngokuhambisana nomthetho
- Uthatha izinyathelo zokuvimbela izingozi emsebenzini, okuhlanganisa ukusebenzisa izinhlelo ezifanele nezinqubo zokusebenza
- Uhlinzeka ngokuqeqeshwa kwabasebenzi nezinto zokuzivikela, kanye nokunakekelwa kwezokwelapha uma kwenzeka kulimala
- Uyaqinisekisa ukuthi izindlu, izinto zokuhamba nokudla okuhlinzekwa ngumqashi kuhlanzekile futhi kuphephile

Akukho ukuhlukunyezwa noma ukuhlukumeza

- Uphatha bonke abasebenzi ngenhlonipho nangesizotha, futhi awukubekezeleli noma yiluphi uhlobo lokuhlukunyezwa ngokomzimba, ngokocansi, noma ngamazwi, udlame lwangempela noma olusatshiswayo, ubuxhwanguxhwangu, ukusabisa, noma okunye ukuziphatha okungafanele.

Akukho ukucwasa

- Uzibophezele ekunikezeni amathuba alinganayo futhi awukubekezeleli ukucwasa

nganoma yiluphi uhlobo. Ukufinyelela komuntu noma kweqembu emathubeni akukhawulelwe ngezici ezinjengobuhlanga, umbala, isigaba, imvelaphi yezwe, inkolo, ubudala, ukukhubazeka, ubulili, isimo somakadebona, isimo somshado noma umlingani wasekhaya, ubuhlobo bomndeni, ukukhetha ocansini, ukuba isakhamuzi, ubulungu bezinyunyane, ukuzihlanganisa nezombusazwe noma ezinye izici ezifanayo.

- Lokhu usebenzisa kuzo zonke izici zezinqumo zokuqashwa.

Akukho msebenzi ophoqelelwe

- Akumele nakancane usebenzise umsebenzi ophoqelelwe noma ongazikhethelanga, okuhlanganisa umsebenzi oyimpoqo noma oshushumbisiwe, umsebenzi wokuzibophezela, umsebenzi oboshiwe, umsebenzi wasejele, noma ezinye izinhlobo zokuphoqwa ngokwengqondo noma ngokomzimba.
- Wena, nanoma yimuphi umxhumanisi wezabasebenzi osetshenziswa nguwe, awuwagcini amapasi abasebenzi noma ezinye izincwadi kamazisi, udinga ukuthi abasebenzi bakhokhe imali noma idiphozithi ukuze bashintshe umsebenzi, bagodle

inkokhelo, noma bavimbele inkululeko yesisebenzi yokuhamba.

Akukho ukusetshenziswa kwezingane

- Awuziqashi izingane ezingaphansi kweminyaka engu-15, ngaphandle uma kukhona okuhlukile okuqashelwa yi-ILO.
- Awubavumeli abangaphansi kweminyaka engu-18 ukuthi benze umsebenzi ongabeka engcupheni impilo noma ukukhula kwabo ngokomzimba noma ngokwengqondo, noma uphazamise isikole.
- Uthatha izinyathelo zokuphepha ezifanele ukuqinisekisa ubudala kanye nobunikazi babasebenzi.

Amahora okusebenza anengqondo

- Ngeke udinge abasebenzi ukuthi basebenze ngaphezu kwamahora avamile nawesikhathi esengeziwe avunyelwe yimithetho nemithetho yendawo.
- Uyaqinisekisa ukuthi abasebenzi banikezwa okungenani usuku olulodwa lokuphumula ngemva kwezinsuku eziyisi-6 zilandelana zokusebenza.

Isinxephezelo esifanelekile nesifika ngesikhathi

- Unxephezela bonke abasebenzi ngamaholo, amaprimiyamu esikhathi esengeziwe kanye nezinzuzo ezihlangabezana noma ezidlula izimfuneko zomthetho noma izivumelwano ezihlangene, kuye ngokuthi iziphi eziphakeme.
- Ukhokha amaholo ngesikhathi futhi ngokugcwele, ngemali ebanjwayo esemthethweni kuphela.

Inkululeko Yokuhlanganyela

- Uyalihlonipha ilungelo labasebenzi lokusungula, ukujoyina, noma ukungazihlanganisi izinyunyana zabasebenzi.
- Uzibophezele ekuxoxisaneni ngokwethembeka nokusungula inkhulumomphendvulwano eyakhayo nabamele abasebenzi abaqashelwa ngokusemthethweni.
- Uhlinzeka ngezinye izindlela zengxoxo ezindaweni lapho inkululeko yokuzihlanganisa ikhawulelwe.

IMVELO

Ukushambisana nemithetho esebenzayo

- Uyaqinisekisa ukuthi yonke indawo ekhiqizayo ithobela yonke imithetho neziqondiso ezisebenzayo zezemvelo, ikakhulukazi mayelana nokukhipha umoya, ukusetshenziswa kwamanzi nokulahlwa kwawo, kanye nokulahlwa kwemfucuza.
- Uphethe zonke izimvume ezisemthethweni ezidingekayo ekusebenzeni Kwakho futhi uthobela lezi zimvume.

Ukunciphisa umthelela

- Wenza imizamo yokunciphisa imithelela yemvelo yokusebenza Kwakho futhi uvikele imithombo yemvelo sonke esithembele kuyo. Ukunciphisa imithelela yezemvelo kuhlenganisa izihloko ezifana nempahla eluhlaza, ukusetshenziswa kwamandla namanzi, ukuvimbela ukungcoliswa komhlaba, nokuphathwa kwemfucuza.
- Ulwela ukunciphisa ukukhishwa kwegesi ebamba ukushisa emisebenzini yakho kanye neketango lenani.
- Awuzitholi izinto, ngokuqondile noma ngokungaqondile, ezifaka isandla ekugawulweni kwamahlathi ezindawo ezinenani eliphezulu lokongiwa, noma ziphazamise izindawo zezilwane ezisengozini yokushabalala.

IZIMISO ZEBHIZINISI

Ukushambisana nemithetho

- Uthobela yonke imithetho esebenzayo neziqondiso

Akukho nkohlakalo

- Awuzibandakanyi kunoma yiluphi uhlobo lwezenzo zenkohlakalo ezinjengokunikeza, ukuthembisa noma ukwamukela ukufumbathiswa, izigigaba noma izinkokhelo zokuhlenga.
- Awunikezi zipho, impatho yebhizinisi noma ezinye izinzuzo ezingaba nomthelela ngokungafanele ekuthathweni kwezinqumo.

Gwema ukungqubuzana kwezintshisekelo

- Ugwema ukungqubuzana kwezintshisekelo kuzo zonke izinhlobo
- Uzomemezela ku-Huhtamaki noma yiziphi izingxabano ezingaba khona noma ezikhona maqondana nobudlelwano bakho no-Huhtamaki

Ukuncintisana okuhle

- Uqhudelana ngokungenzeleli, futhi uthobela imithetho nemithethonqubo esebenzayo emelene nokwethenjwa nokuncintisana

Ukuthobela unswinyo lwezohwebo, ukulwa nokushushumbiswa kwemali

- Uthobela imithetho esebenzayo yezijeziso zohwebo, njengezivimbelo zohwebo, unswinyo kumaqembu kanye nezindawo zezwe, kanye nemithetho yokungenisa nokuthekelisa.
- Awubambi iqhaza ekukhwabaniseni imali, ekugwemeni intela, noma ekuxhaseni ngezimali imisebenzi yobuphekula, noma yobugebengu.
- Ugcina amarekhodi anembile nasobala okwenziwa kwebhizinisi.

Ukuhlonipha imfihlo, impahla eqanjiwe kanye nemfihlo

- Uqinisekisa ukugcinwa kuyimfihlo nokuvikeleka kolwazi olungelona olusesidlangalaleni lwe-Huhtamaki
- Uyayihlonipha i-intellectual property yabanye
- Uyabuhlonipha ubumfihlo, futhi uqoqa futhi ucubungule imininingwane yomuntu siqu kuphela ngokuthobela imithetho nezimiso ezisebenzayo
- Ulandela yonke imikhawulo esebenzayo kanye nokujelwa mayelana nolwazi lwangaphakathi kanye nokuhweba

kwangaphakathi uma ucabangela ukuthi i-Huhtamäki Oyj isohlwini lwe-Nasdaq Helsinki Ltd.

Izidingo zekhwalthi yomkhiqizo

- Uhlangabezana nakho konke ukucaciswa komkhiqizo nesevisi, kanye nezimfuneko zekhwalthi nokuphepha njengoba kudingwa umthetho noma inkontileka.
- Usebenzisa impahla eyaziwa ngemvelaphi futhi uqinisekisa ukulandeleka kwezinto ezingavuthiwe nezimpahla eziqediwe.

Ukuhambisana nale Nqubo

Amasistimu okuphatha

Kulindeleke ukuthi usebenzise izinhlelo ezifanele nezilawuli ukuze uhambisane namazinga akule Nqubo. Lokhu kuhlenganisa:

- Ukuba nezinqubomgomo ezifanele, izinqubo kanye nezinhlelo zokuqalisa ukusebenza
- Ukuqhuba ukuqeqesha nokuqeqesha abasebenzi
- Ukuba nezinqubo zokuqapha, zokucwaningwa kwamabhuku nezokulungisa

Ugcina yonke imibhalo eshicilelwe edingekayo ukuze ubonise ukuthobela imithetho nezimiso ezisebenzayo, kanye nele Ngubo mgomo.

Ukusebenza kwezindlela zezikhalazo

Unikeza izindlela zokuthi abasebenzi bafake isikhalazo noma bafake isikhalo ngaphandle kokuziphindiselela. Abasebenzi bangalindela

ukuthi izinkathazo zabo zisingathwe ngokungachemi nangokubona okufanele. Uyaqinisekisa ukuthi abasebenzi bayawazi amazinga abekwe kule Mithetho. Wazisa abasebenzi ukuthi bangabika ukukhathazeka okuhlobene nale Nqubo ngokusebenzisa isiteshi se-Huhtamaki Speak Up

Osonkontileka abancane nabaphakeli

Usebenzisa lezi zindinganiso noma ezifanayo kosonkontileka Abancane nabaphakeli Bakho. Isiqinisekiso esibhalwe phansi esivela kusonkontileka ongaphansi kwakho esibonisa ukuthobela le Mithetho sizonikezwa uma usicela.

Inikeza ukufinyelela kokuqapha

U-Huhtamaki unelungelo lokuhlola nokuqapha ukuthotshelwa kwale Nqubo futhi kungase kuhlenganise ukuqedela

ukuzihlola, ukuhlinzeka ngemibhalo eqinisekiso, ukuvakashelwa kwesayithi noma ukucwaningwa, noma eminye imisebenzi. Lokho singakwenza ngokuqondile noma ngokusebenzisa abantu besithathu. U-Huhtamaki uzophatha yonke imininingwane etholwe ngesikhathi sanoma yikuphi ukucwaningwa kwamabhuku ngokuyimfihlo.

Ukungathobeli le Nqubo

Silindele ukuthi abahlinzeki abangahambisani nale Nqubo bazosebenzisa ngokushesha noma yiziphi izezo zokulungisa, izinhlelo zokuxhumana nezikhathi lapho becelwa, futhi bafune usizo ku-Huhtamaki noma omunye umuntu wesithathu uma kunesidingo. Abahlinzeki abahlulekayo ukuthatha isinyathelo bangase banqanyulwe futhi/noma bavinjelwe ekucatshangweni kwebhizinisi elizayo.

Ukubika ukungaziphathi kahle

Ukuxhumana okuvulekile

Siyakwazisa ukwenza izinto obala kubahlinzeki bethu, futhi silindele ukuthi ubike ukungathobeli kwangempela noma okusolisayo kwale Nqubo ku-Huhtamaki ngaphandle kokulibala.

Huhtamaki Khuluma

Noma yimuphi umuntu osola ukwephulwa kwale Nqubo angenza umbiko ngokuqondile ku-Huhtamaki esebenzisa isiteshi se-Huhtamaki Speak Up kokuthi <https://report.whistleb.com/en/Huhtamaki>.

¹ Lawa mazinga ahambisana nezimiso nezinhlelo zamazwe ngamazwe njengoMthethosivivinywa Wamazwe Ngamazwe Wamalungelo Abantu, Isimemezelo Se-ILO Sezimiso Eziyisisekelo Namalungelo Emsebenzini, I-UN Global Compact, Izimiso Eziqondisayo ze-UN Ebhizinisini Namalungelo Abantu, kanye ne-OECD Imihlahlandlela Yamabhizinisi Amazwe Ngamazwe mayelana Nokuziphatha Kwebhizinisi Okuzibophezela.

Ukuhambisana nale Nqubo

Esikhundleni sika _____ (igama lenkampani),

Ngizibophezela ukuthi lesi sivumelwane siyalandelana nokulandela imigomo nezinqubo zokuziphatha kwabahwebelana no Huhtamäki.

Igama _____

Isikhundla _____

Uku-Sayina _____ Usuku _____