

CODE OF CONDUCT FOR BUSINESS PARTNERS



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Fast Lines Belgium, a family owned and managed group of companies offering logistic services, further called FAST.

ABOUT US



FAST commits itself working towards an ultimate policy of zero harm to people and environment. We conduct our business in a manner that is fair, reliable and transparent. We strive for open dialogue with our partners to ensure long-term value and provide environmentally friendly multi-modal service. We see our employees, customers and suppliers as equal partners in our business model.

Fast Lines Belgium and all its affiliates are committed to high standards of integrity and sustainability and have a zero tolerance policy when it comes to unethical business behaviour, such as bribery and corruption. We expect all of our partners to adhere to similar standards and to conduct their business ethically.

INTRODUCTION

This Code of Conduct for business partners is designed to outline Fast's standards and is intended to be a guide to our partners. As a partner, you must comply with all applicable laws and regulations and with the requirements set out in this Fast Code of Conduct and your contractual obligations to us.

Although the Code of Conduct only applies to Fast's direct partners, we encourage each partner to invite their own suppliers to comply with these terms.

OUR PURPOSE, VISION, VALUES



As one group, we stand by one concept. Our purpose is to hear the needs of our partners, communities and the planet. Our vision is to supply green and tailor-made "Sofa Style" logistics service. Our values shapes our beliefs and performance:

• **Loyalty** – We act with integrity, transparency, responsibility and reliability in our relationships with stakeholders and each other.



• **Communication** – We aspire an open dialogue with all staff and partners to build up a strong and solid network of professionals and partners.



• **Investments** – We maintain our reputation through investing in people, materials, know-how and green technology.



• **Responsibility** – We propel our business and surmount obstacles to meet our stakeholder needs and supply first class, cost-efficient and environmentally friendly multimodal service.



HUMAN AND LABOUR



Fast expects its partners to comply, as a minimum, with all applicable local laws and regulations related to labour and employment including, but not limited to, minimum wage, maximum hours of work, days of rest, compensation, freedom of association, right to organize and collective bargaining.

The partner is expected to treat all employees fairly, ethically, respectfully and with dignity. The partner must protect its employees from harassment and victimization in the workplace, including all forms of sexual, physical and psychological abuse.

FUNDAMENTAL RIGHTS

- As a partner, you refrain from employment discrimination based on gender, age, nationality, religion, ethnicity, disability, union membership, sexual orientation or political affiliation
- You shall not permit any threats or acts of violence and physical intimidation.
- You provide equal opportunities for all. All employees shall be treated according to their abilities and qualifications.
- You respect the rights of employees to freely associate and bargain collectively.

MODERN SLAVERY

- As a partner, you do not tolerate or use child labour in any stage of your activities.
- You do not use any forced labour or involuntary prison labour.

WORKPLACE REQUIREMENTS

- As a partner, you ensure that working hours, including overtime, do not exceed applicable legal limits. You limit overtime to a level that ensures humane and productive working conditions.
- You compensate employees fairly and follow local wage regulations and/or collective agreements, salaries shall not be deducted as a fine or penalty.
- You allow all employees the choice to leave their employment freely upon reasonable notice.

HEALTH AND SAFETY



Fast provides a safe and healthy workplace to its employees and expects that the occupational health and safety of employees is a priority for each partner throughout all significant aspects of its activities.

As a minimum, the partner must comply with all applicable health, safety and environmental laws, regulations and standards. The partner shall take appropriate action, such as policies, standards, procedures, contingency measures and management systems, in order to prevent occupational illnesses and work-related accidents and to provide a safe and healthy workplace to its employees.

WORKING CONDITIONS

- As a partner, you establish appropriate organizational structures and procedures for the effective management of health and safety and communicate about these risks to all employees.
- You ensure that all employees are appropriately trained on the implementation of control measures.
- You make every possible effort to prevent accidents and injuries at work.
- You follow up on reporting accidents, injuries and unsafe equipment, procedures or conditions.

ENVIRONMENT



Fast conducts its operations in a sustainable way and in compliance with environmental laws and regulations. Fast promotes energy efficiency and sustainable use of resources. Fast expects that environmental protection is a priority for its partners in all significant aspects of its activities.

The partner shall also strive to reduce the impacts of its activities and products on the environment, while maintaining its competitiveness.

SUSTAINABLE APPROACH

- As a partner, you act in accordance with applicable laws and standards regarding environmental protection and pollution.
- You establish appropriate organizational structures and procedures for the effective management of environmental risks.
- You seek to set up or use technologies/practises to reduce or eliminate waste and emissions.
- You contribute towards sustainable solutions for the globa environmental challenges.

BUSINESS ETHICS

Fast promotes integrity and ethics in all aspects of its activities and expects the partner to comply with all applicable laws and regulations on corruption, bribery, prohibited business practices and extortion. Furthermore, the partner must never make or approve an illegal payment to anyone under any circumstances.

ANTI-BRIBERY AND ANTI-CORRUPTION

- As a partner, you shall not participate in, nor approve, any form of corruption, blackmail, falsification, omission or bribery.
- You shall not offer, nor accept, any benefits to get advantage.
- You account your payments in accordance with the accounting regulations, relevant local laws and customs.

GIFTS AND HOSPITALITY

- As a partner, you shall not present any gifts or hospitality during tender or contract negotiations.
- Any gifts offered or acts of hospitality must be of reasonable, appropriate and purely nominal value and never to be intended to influence a business decision.

FAIR COMPETITION

- As a partner, you shall not participate in activities which could be seen as hindering competition.
- You shall not enter into negotiations or agreements with competitors, which could have anti-competitive effects.

INTELLECTUAL PROPERTY

- As a partner, you shall respect and treat with appropriate care the intellectual property of others, including Fast.
- You shall not share confidential and business sensitive information that you have obtained during partnership with Fast.

TRADE COMPLIANCE

• As a partner, you adhere to international trade regulations, sanctions and export control laws.

GOVERNANCE SIX

In order to ensure and demonstrate compliance with the Fast Code of Conduct, the partner shall keep record of all relevant documentation and provide supporting documentation to Fast upon request.

Compliance with the principles contained in the Code of Conduct is a criteria that is taken into consideration in Fast's partner selection process.

If any ethical or legal compliance issues arise that are likely to cause a breach of this Code of Conduct, the partner is obliged to bring them forward via usual Fast business contact.

MESSAGE FROM THE GROUP PRESIDENT:

Respect for people, planet and profit is in Fast's DNA and is nothing new. Fast Group has built a successful global business based upon our long-standing reputation. This reputation is one of our most valuable assets.

This Code of Conduct harmonizes with our key values. We hope that together we can maintain ethical standards and sustainable business approach. We thank you for the trust placed in us.

Catrien Scheers

