



# CODE OF CONDUCT

## Safe Food, Healthy People

Enabling the food industry to accelerate

### **Purpose of the Code of Conduct**

H&S Group is committed to conducting its business in an ethical, legal, and socially responsible manner and, therefore, established this Code of Conduct. Although there may be different legal and cultural environments, the employees have to comply with the Code of Conduct in order to work with and for H&S Group or any of its subsidiaries. This Code is aligned with the UN Universal Declaration of Human Rights (<https://www.un.org/en/about-us/universal-declaration-of-human-rights>), Responsible Business Alliance (RBA) Code of Conduct ([https://www.responsiblebusiness.org/media/docs/RBACodeofConduct7.0\\_English.pdf](https://www.responsiblebusiness.org/media/docs/RBACodeofConduct7.0_English.pdf)), and with United Nations Global Compact (see [www.unglobalcompact.org](http://www.unglobalcompact.org)). We demand from and encourage our employees and suppliers to work in compliance with these practices.

### **Scope**

The Code of Conduct applies to current and potential future H&S Group employees and all stakeholders.



### **1. Responsibility**

Every employee of the H&S Group is responsible for acting with integrity towards our customers, suppliers and colleagues. This means understanding the code of conduct and reporting any violations to management or the nominated confidential advisor.

### **2. Health & Safety Culture**

Healthy employees and a safe workplace are H&S' first priority. We comply with health and safety laws to prevent unsafe working conditions. This includes ensuring an alcohol-free and drug-free workplace in accordance with national and international law. H&S is committed to provide a safe and secure work environment in which we hold each other accountable.

### **3. Food Safety Culture**

We provide a diversified service with a commitment to maintain a company-wide (Food-) Safety, Quality, HACCP, GMP+ and Environmental awareness from top management down to every single employee and subcontractor. Each of these parties will demonstrate a personal willingness to apply their knowledge and skills in achieving the companies' objectives and targets, monitoring and developing continual improvements to our practices to ensure that we obtain the highest performance results for any given client, interested party or industry requirement.

### **4. Inclusion, Diversity and Equality**

We are committed to safeguarding an inclusive and diverse environment for all employees through ethical behaviour and policy. We do not accept any form of discrimination or harassment. Any behaviour or manners that contradict these values and/or provide an unsafe work environment for employees will be investigated. We actively seek to provide equal opportunity in our recruitment processes and internal talent programs for all (new) employees.

### **5. Conflicts of interest**

To avoid conflict of interest we avoid close personal relationships that create a conflict between personal interests and that of the H&S Group. This includes accepting benefits in return for awarding business.

### **6. Theft, damage or loss**

In order to protect our business and that of our customers, H&S employees and suppliers are committed to reporting (potential) theft, damage or loss. Theft, damage and loss have a direct impact on our ability to deliver our service to the customer.

### **7. Confidentiality**

We are committed to safeguarding non-public information involving H&S business including that of our employees, customers and subcontractors. This also includes business plans, pricing mechanisms, financial information and personal data. We comply with the regulations of the Dutch Data Protection Authority (Dutch DPA).

### **8. Accurate reporting**

We are committed to maintain financial records compliant with national and international regulations. We act to the best of our knowledge to ensure that our records are accurate and reliable.

### **9. Fair competition**

We strive for fair, honest and ethical conduct in all of our business activities. We do not engage in dishonest, unethical or illegal activity to win business. We have a zero-tolerance policy toward bribery, corruption, extortion and embezzlement. Our policy applies to all we do; everywhere we do business —regardless of local customs or practice.

### **10. Environment & Sustainability**

We seek to adopt good environmental practices regarding our premises, equipment and consumption of resources. We endeavour to pursue best practice in environmental management. Preference will be given, when forming and maintaining business relationships with interested parties like partners, suppliers and subcontractors, to those who follow similar high environmental and sustainability standards. We are committed to protecting the environment and conducting our business in an environmentally sustainable manner. We are focused on reducing the environmental impacts of our transports and sites.

### **11. Objectives, Goals, Strategies & Measures**

Every year, the Board of Directors will set new objectives and targets. These objectives will focus on the improvement of the performance level provided by the organisation. The targets will be measurable, enabling the Board of Directors to assess the effectiveness and efficiency of the organisation. The objectives will be communicated, enabling all employees to contribute achieving them.



## **12. Continuous improvement**

H&S Group encourages employees, customers and suppliers to proactively come up with innovative ideas, which contribute to further social, economic or environmental improvement. H&S Group values the open exchange of new ideas and is willing to explore new opportunities jointly with their employees, customers and suppliers.

## **13. Compliance with Laws, Regulations and Published Standards.**

At a minimum, H&S Group employees and suppliers operate in full compliance with the applicable laws, rules, regulations, codes and ethical standards of the countries and localities in which they operate or where they provide products, people, or services to or for H&S Group. This includes, but is not limited to, laws and regulations relating to environmental, occupational health and safety, ethics, and labor practices.

## **14. Human Rights and Fair Labor Practices, Child Labor**

Any form of forced, bonded, compulsory labor or any other form of (modern) slavery are disallowed for all stakeholders. Employees are free to join or not to join a union/employee representation of their choice. The right to join collective bargaining for employees in accordance with applicable local laws are respected. H&S Group and its stakeholders shall not employ children under the legal age of employment in any country or local jurisdiction.

## **Compliance with the Code of Conduct**

H&S Group reserves the right to check compliance with the requirements of this CoC, for example through self-assessments and audits either by H&S Group or a third party. The terms and conditions set forth in this Code of Conduct reflect H&S Group's values and commitment to its stakeholders, customers, the communities that we serve and the protection of the environment. Therefore, any breach of these terms and conditions must be resolved.

## **Asking questions and raising concerns—our ethics and compliance resources**

If you have questions or concerns about the Code or legal compliance and ethics at H&S Group:

- Contact Human Resources department [HRM@hs-group.eu](mailto:HRM@hs-group.eu)
- Contact the confidential advisor

## **Confidentiality and protection from retaliation**

The company takes all requests for help and reports about actual or suspected misconduct seriously. Your question or report will be handled promptly and confidentially to the extent possible. Honesty, transparency and full cooperation in internal investigations are required and obliged. Substantiated reports will be resolved through an appropriate corrective action. The company will not tolerate retaliation in any form against employees who raise concerns or make reports about actual or suspected Code violations in good faith. "Good faith" simply means that you believe that the information you are reporting is true. You should report concerns about retaliation immediately to Human Resources for appropriate action.