

# INTERFJORD

# Code of Conduct

For suppliers and business partners

Customer:

---



## Content

Introduction .....	3
CSR .....	4
Human rights .....	4
No discrimination .....	4
Environment .....	4
Product safety .....	4
Working environment .....	4
Minimum wage .....	4
Business relations .....	5
No conflicting interests .....	5
Corruption is forbidden .....	5
Presents and invitations .....	5
Established practices of the trade .....	5
Free competition .....	5
Money laundering .....	5
Correct information about the business .....	5
Protection of data, trade secrets and activities .....	6
Protection of data .....	6
Protection of trade secrets and know-how .....	6
Corporate activities .....	6
Legal consequences of violating the INTERFJORD–Code of Conduct .....	6
Signature – Read and understood .....	6

## Introduction

INTERFJORD is a well-reputed, dynamic and partner-owned transport company with offices in Glyngøre, Frederikshavn, Copenhagen, Randers, Stavanger Norway and Krakow Poland. Our skilled and well-educated team will arrange a wide selection of products on the global transport market. INTERFJORD offers a wide selection of transport products as road transport in all of Europe, courier, air and sea freight solutions world-wide.

INTERFJORD wants to take on responsibility towards customers, employees, investors and the public. We obey existing laws, whatever the location, and at any time. We respect codes of conduct and sustainable behaviour. INTERFJORD is a member of Danske Speditører (Danish Forwarding Agents), thus making sure to customers and collaborators:

- *That the forwarding agent planned his contracts in a way that strives towards a safe transport*
- *That haulage contractors entering into agreements with the forwarding agents who joined Danish Forwarding Agents' Code of Conduct will by the forwarding agent be obliged to offer their employees orderly and decent conditions.*
- *That the forwarding agent will make a supervision to uncover if the transport is carried out safely*
- *That the forwarding agents have the possibility of taking the necessary consequences if conditions at the sub-suppliers are not in order.*

INTERFJORD also expects that our suppliers and business partners strive towards the same approach to Code of Conduct as INTERFJORD has. Anyone on a contractual basis with INTERFJORD as to supply transport services, business partners, agents working on behalf of INTERFJORD, various sales channels and their entire staff – they must all behave in a responsible way and obey the basic principles represented in this Code of Conduct. If suppliers or business partners enter into an agreement with a third party in connection with a freight solution for example, then INTERFJORD expects this third party also to obey the principles in this Code of Conduct.

INTERFJORD expects suppliers and business partners and third party, if any, to have the same approach to quality. The wish to supply transport solutions of high quality must always be apparent from all deliveries.

Best regards,

**INTERFJORD**   
Local Support - Global Transport

## CSR

At INTERFJORD we have a Corporate Social Responsibility including the obligation to obey the law and the rules and regulations in force. INTERFJORD expects that the regulations mentioned below will particularly be obeyed by suppliers and business partners.

### Human rights

Suppliers and business partners of INTERFJORD are obliged to observe regulations in force all over the world, the aim of which are to protect human rights. INTERFJORD considers this a condition for the cooperation. Suppliers and business partners are especially obliged to refrain from making use of forced or child labour. At INTERFJORD we lean on The International Labour Organization (ILO), and we follow their regulations as to minimum age for children at work.

### No discrimination

Suppliers and business partners of INTERFJORD are obliged not to discriminate in any case. This goes for e.g. national or ethnic origin, race, gender, religion, ideology, demography, age, disability, if any, and sexuality.

### Environment

Suppliers and business partners of INTERFJORD are obliged to take on responsibility when it comes to environment and environmental protection. All mandatory regulations must be obeyed. At INTERFJORD we support sustainability and utilisation of natural resources to be moderate. And we expect the same from suppliers and collaborators.

### Product safety

Suppliers and business partners of INTERFJORD are obliged to obey rules and regulations as to product safety.

### Working environment

Suppliers and business partners of INTERFJORD are obliged to obey all rules and regulations in force as to working environment and safety at the workplace. At INTERFJORD we strive for supporting further development of the working environment, and we expect the same from our suppliers and business partners, too.

### Minimum wage

Suppliers and business partners of INTERFJORD are obliged to make sure their employees get fairly paid. As a minimum to be guided by the relevant minimum wage that has been passed by law and collective agreement, and according to the present job market.

## **Business relations**

At INTERFJORD we attach importance to openness and transparency in all phases of the business. We consider that the best approach to credibility and confidence in our cooperation. INTERFJORD expects that the regulations mentioned below will particularly be obeyed by suppliers and business partners.

### **No conflicting interests**

Suppliers and business partners of INTERFJORD are obliged not to make decisions only on the basis of objective criteria – but to be subjective as to their decision-makings.

### **Corruption is forbidden**

Suppliers and business partners of INTERFJORD are obliged to observe that corruption will in no way be tolerated. Suppliers and business partners have an obligation to make sure that their employees, sub-suppliers or agents, etc. will not give, offer or take bribes of any kind. This goes for presents, donations and facilitation payments also.

### **Presents and invitations**

Suppliers and business partners of INTERFJORD are obliged not to offer INTERFJORD's employees or third party any kind of inappropriate benefits such as presents, invitations and the like. So the attempt could be made to affect them. Employees at INTERFJORD are also obliged not to accept such benefits.

## **Established practices of the trade**

INTERFJORD will collaborate as a fair and responsible player on the market – performing all contractual obligations. INTERFJORD expects that the regulations mentioned below will particularly be obeyed by suppliers and business partners.

### **Free competition**

Suppliers and business partners of INTERFJORD are obliged to obey existing cartel laws. No anti-competitive agreements must be signed with competitors, customers or suppliers. If suppliers or business partners possess a dominant position on the market they are obliged not to abuse this position.

### **Money laundering**

Suppliers and business partners of INTERFJORD are obliged only to have law-abiding business partners. Legal regulations as to money laundering must be obeyed at any time.

### **Correct information about the business**

Suppliers and business partners of INTERFJORD are obliged to disclose only true commercial information about their business activities under existing laws.

## Protection of data, trade secrets and activities

INTERFJORD wants to protect confidential data, trade secrets and corporate activities. INTERFJORD expects that the regulations mentioned below will particularly be obeyed by suppliers and business partners.

### Protection of data

Suppliers and business partners of INTERFJORD are obliged to obey all existing laws as to data protection, such as protection of employees', protection of customers', protection of suppliers', protection of any third-parties', and protection of other involved parties' personal data.

### Protection of trade secrets and know-how

Suppliers and business partners of INTERFJORD are obliged to obey and respect INTERFJORD's protection of trade and business secrets and know-how. Trade and business secrets and know-how must in no circumstances be passed on to third parties without the explicit written consent from INTERFJORD.

### Corporate activities

Suppliers and business partners of INTERFJORD are obliged to respect INTERFJORD's material activities. These must in no circumstances be damaged, be used in an illicit way, or for non-commercial purposes. Suppliers and business partners are obliged to make sure this will be obeyed by their employees and any third-parties. Suppliers and business partners are also obliged to sustain own activities in keeping with all existing legal regulations.

## Legal consequences of violating the INTERFJORD–Code of Conduct

INTERFJORD reserves the right to break off the business relation to suppliers and business partners, with valid reason and immediate effect, if a supplier or business partner will not obey or comply with the main principles described in this INTERFJORD-Code of Conduct.

## Signature – Read and understood

Date: \_\_\_\_\_

\_\_\_\_\_  
Company stamp/Signature