

MAGNUS
LOGISTICS

Magnus Logistics Code of Conduct



Introduction

At MAGNUS LOGISTICS we recognise that our business has an impact on social and environmental issues, in particular people's working conditions, as well as the environment.

The MAGNUS LOGISTICS business aims to have an overall positive impact on people and the environment. This is a pre-condition to our future growth, growth that will be achieved along with suppliers that share the same vision and ambition. Through these principles we continue to follow our sustainability path.

We expect our Suppliers to support our business through compliance with all applicable laws, rules, regulations and contractual obligations. Magnus Logistics Suppliers must comply with all valid national and international legislation.

The Magnus Logistics Code of Conduct is based on the Universal Declaration of Human Rights and the fundamental principles of labour law.

We expect our employees, suppliers and all the companies we cooperate with to become acquainted and comply with the provisions in the Magnus Logistics Code of Conduct.

In case of uncertainty, contact Magnus Logistics for guidance and advice via e-mail **conduct@magnus.eu**



Contents

1. People and workplace

Magnus Logistics is committed to respecting human rights and the fundamental principles and rights at work as defined in the United Nations Universal Declaration of Human Rights. Our policy is that all people who works for Magnus Logistics, either directly as employees or indirectly as employees of our suppliers, must be treated with respect and fairness as fundamental rights.

1.1. Human rights and discrimination

Magnus Logistics and its suppliers uphold and abide by conventional human rights and labour laws.

We recognise and support equal human rights.

We do not tolerate: harassment, abuse, discrimination, different treatment based on gender, race, nationality, language, origin, social status, age, sexual orientation, disability, ethnic origin, membership in an association, religion, political orientation, beliefs, convictions or views. Physical, sexual, mental or verbal abuse is prohibited, as are threats of abuse and any form of intimidation. Rude and inhumane behaviour is prohibited.

In case of violation of these principles please contact the responsible person at Magnus Logistics via e-mail at conduct@magnus.eu. We guarantee confidentiality!

1.2. Employment and working conditions

Magnus Logistics adhere to current national legislation with respect to employment, wages, working hours and working conditions.

The main principles followed by Magnus Logistics are:

- There is no forced, bonded or involuntary labour; all employees have the right to a contract of employment in an understandable language with clearly defined wages and working hours;
- Employees, without distinction, have the right to join or form union of their own choosing and to bargain collectively;
- Employees are not required to lodge deposits or their identity papers with their employer and are free to leave their employer after reasonable notice.

We expect our suppliers to adhere to the above principles in their business.

1.3. Child labour

Magnus Logistics and its suppliers do not accept child labour and if such cases are identified, commits to respect the best interests of the child by enabling him/her to attend and remain in quality education.

The national minimum age for employment is 16 or the age of completion of compulsory education, whichever is higher. Children and young people under 18 shall not be employed at night or in hazardous conditions.



1.4. Wages

Magnus Logistics and its suppliers should pay wages and benefits for a standard working period (month/week) that meet national legal standards or industry benchmark standards, whichever is higher.

All workers shall be provided with a written and understandable contract with their employment conditions and wages before they enter employment.

Deductions from wages as a disciplinary measure shall not be permitted.

1.5. Working hours

Working hours must comply with national laws, collective agreements, and the provisions below, whichever affords the greatest protection for employees. Magnus Logistics suppliers must ensure rest periods and working hours will be regulated in accordance with EU rules (https://ec.europa.eu/transport/modes/road/social_provisions/driving_time_en) or local laws in countries where EU regulations do not apply.

1.6. Health and safety

Magnus Logistics promotes a culture of health and safety, and recognises and continually reinforces company-wide efforts to achieve zero safety incidents. We constantly aim to ensure that all employees have the knowledge and ability to safely perform their duties.

Magnus Logistics and our suppliers are committed to creating procedures, which:

- provide a safe and hygienic working environment (workplaces, equipment);
- prevent accidents and injury to health and safety occurring in the course of work as much as possible;
- provide regular health and safety training for all new employees and periodic training for all employees;
- comply with all applicable health and safety laws;
- provide communication tools on health and safety at work;
- provide all the necessary tools to create health and safety at work;
- eliminate alcohol and drug abuse at work;
- provide safety instructions for drivers.



2. Competition

Smooth work with partners is very important - both sides must win from the partnership.

We work with those who share the same opinion and believe that business must be conducted responsibly and in accordance with the law. We do not knowingly work with suppliers and partners who violate applicable laws or regulations, and we will not use the services of a third party if it acts in violation of the law or our Code of Conduct.

The laws and regulations of fair competition are designed to preserve free and open competition, to promote the practice of fair business between companies.

According to our standards, formal or informal agreements with competitors about:



offers



prices



contacts



distribution



terms of sale



geographical areas

or other matters that may affect the competitive environment are unacceptable.

3. Anti-corruption

Magnus Logistics and its suppliers must ensure that anti-corruption rules are applied.

3.1. Bribes and kickbacks

Magnus Logistics is an organisation that complies with all applicable bribery prevention laws. These laws prohibit the giving or offering of a gift, loan, fee or anything valuable to/from another person or organisation with the aim of obtaining benefit.

Suppliers must not accept or offer a bribe of any kind and support corruption policies even if they are a part of local law or local custom.

3.2. Money laundering

Money laundering is sending the proceeds of crime through a financial system or institution to disguise their origin. It is also the transfer and use of legitimate funds for criminal purposes, often as a terrorist activity. Both types of money laundering are prohibited.

We comply with all laws and requirements regarding accounting and information.

In the event of any doubt as to the source of a business partner's funds, we refuse to cooperate with such person or organisation.

4. Gift policy

Magnus Logistics and our suppliers are committed to conducting business with the high standard of integrity and good governance. The objectives of the No Gift Policy are to avoid any conflict of interest and demonstrate commitment to providing equal treatment to all individuals or organisations. "Gift" means something that is given to another person, including but not limited to cash, vouchers or any item having any cost or financial value. In this regard, our employees and suppliers shall not solicit or receive any gifts from current or potential business partners/associates, either directly or indirectly, which may influence decision-making process or put the employees or suppliers in a position of conflict.

Information which, if disclosed, may harm the interests and/or reputation of Magnus Logistics or its affiliates/companies, and which is protected and/or valuable because it is not publicly known and cannot be known by third parties (individuals that are unrelated to Magnus Logistics), as well as any other information that the company considers confidential and shares with an employee covered by the company's internal rules and confidentiality agreements, which shall be strictly observed, shall also be protected.

5.2. Data protection

At Magnus Logistics, all personal data of employees and associated persons is managed in accordance with all applicable legislation regarding the storage and management of personal data. For this purpose, the company has established procedures which define for how long and in what way personal data (name, photos, address, bank information, etc.) is collected and processed.

In order to keep your personal data secure, we have implemented processes which help us to ensure that.

We expect our suppliers to have established internal policies and procedures which define and ensure personal data security.

We expect our suppliers and employees to uphold and nurture the values and strategy of the company, as well as not to spread any false and degrading information about the company. It is prohibited to discuss, either directly or indirectly: gender, race, religious beliefs, political orientation, nationality, or to share disrespectful content when communicating in public (messages, announcements, comments, content) on behalf of the company. Providing or publishing any kind of misinformation about the company/customers/suppliers/partners which may damage its reputation, regardless of the source of information, is also strictly prohibited.

5. Confidential information and data

5.1. Confidential Information

It is especially important to ensure and maintain the security of confidential information of the company, our customers, suppliers and all other partners.

Our employees and drivers undertake to protect the confidential and proprietary information of Magnus Logistics and its customers, and not to disclose confidential information to third parties or use it for personal purposes or for the benefit of third parties without the prior consent of Magnus Logistics.



6. Environment

Magnus Logistics is committed to achieving the goals indicated in the ISO 14001 standard, and as one of the leading companies in the transport sector, we have singled out

CO2 emissions as one of the most significant aspects of environmental protection.

In order to systematically reduce our environmental impact, we collaborate with suppliers who use up-to-date trucks to transport goods and train their employees on the basics of efficient driving.

We educate and encourage employees to follow an environmentally-friendly lifestyle - to sort waste, to use electricity and water resources as little as possible.

The company also strongly focuses on the digitisation of processes and thus limits its use of resources required for printing.

7. Implementation

As a company, we are committed to conducting our business according to the highest ethical business standards and we expect the same from our suppliers and the entire business chain.

The code is communicated to all Magnus Logistics employees to ensure its understanding and proper implementation and also to our suppliers through the company website.

If you have any questions or have witnessed a violation of the principles in the Code of Conduct, please contact the responsible person at Magnus Logistics via e-mail at **conduct@magnus.eu**. Please find the notification management process **here**. We guarantee confidentiality!

We reserve the right to verify at any time whether our suppliers or partners are in compliance with the Magnus Logistics Code of Business Ethics.

