



# Sustainable Procurement Charter

DPD (Schweiz) AG

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Our ambition is to become the reference player in sustainable delivery in the context of the acceleration of e-commerce. As part of our sustainable development commitments, as evidenced by our membership of the United Nations Global Compact, DPD (Schweiz) AG works to respect and promote the principles of human rights, international labour standards, the environment and the fight against corruption, in its activities and in its sphere of influence.

We also confirm, in all circumstances, applying international principles applicable to labour and human rights as defined by the International Bill of Human Rights, the OECD Guidelines, the fundamental Conventions of the International Labour Organization, the United Nations Guiding Principles and the Sustainable Development Goals. Our Code of Conduct sets out the behaviours expected from our employees in this respect while they perform their professional duties.

As a transport and delivery player and responsible contracting company, we acknowledge our responsibility to respect and promote the aforementioned principles throughout our value chain. We expect our suppliers and providers to do the same and conduct their business in an ethical and responsible manner.

This Charter outlines these principles for jointly implementation by DPD (Schweiz) AG and its suppliers and providers, as part of a responsible and committed contractual relationship. It is intended to apply to any company that provides goods or services to DPD (Schweiz) AG including transport services providers.

We call on our suppliers and providers to work alongside us by:

- Complying with applicable laws and regulations
- Adhering to all the principles laid down by the Charter
- Ensuring compliance with principles set out in the Charter throughout their value chains.

# 1. Reciprocal principles

## 1.1 Respect and promote human rights

- Respect the principles of the United Nations Global Compact and the fundamental conventions of the International Labour Organization.
- Do not tolerate any form of practice as amounting to modern slavery or forced labour, child labour, and any other similar practice.
- Refrain from using any form of discrimination and promote equal treatment in the workplace, diversity, equity and inclusion.
- Develop management and working conditions that respect human dignity and labour rights.
- Respect labour legislation including working hours, fair remuneration, training, and freedom of association.
- Identify, assess and mitigate risks of human rights violations related to its business activity.

## 1.2 Respect health and safety at work

- Provide a safe working environment, including road safety to all employees, and ensure compliance with occupational health, hygiene and safety rules, in particular when working within DPD (Schweiz) AG premises.

## 1.3 Take action to protect the environment

- Identify, assess and mitigate environmental risks related to its business activities.
- Implement actions to reduce its environmental impact, notably with a view to reducing your CO<sub>2</sub>, greenhouse gas emissions, air pollutant emissions and waste production.

## 1.4 Prevent and manage conflicts of interest

- Inform DPD (Schweiz) AG of any risk of conflicts of interest (personal interest either financial or otherwise) with a DPD (Schweiz) AG employee that could influence or appear to influence the independent, impartial and objective exercise of their professional activities.
- Prevent and proactively manage conflicts of interest.

## 1.5 Comply with personal data and intellectual property rules

- Respect confidentiality and rules on the protection of personal data, as well as intellectual property.

## 1.6 Respect rules of fair competition

- Prohibit any illegal or unfair commercial practices.

## 1.7 Prevent and combat corruption and influence peddling

- Prevent the occurrence of corruption by implementing necessary measures, and reject all forms of corruption, applying these three key principles:
  - Zero tolerance,
  - Applies to Everyone,
  - Everyone is vigilant.
- Prohibit offering or soliciting, directly or indirectly, gifts, invitations, promises, donations or benefits for the purpose of obtaining or having obtained a contract or any other favourable decision.
- The acceptance of a gift or an invitation by a DPD (Schweiz) AG employee is governed by the DPD (Schweiz) AG Gifts and Hospitality policy.

## 2. Implementation of the Charter

### 2.1 Continuous improvement approach

- We aim to move forward together through constant dialogue and mutual trust.
- To develop quality commercial relationships, DPD (Schweiz) AG and its providers and suppliers organise regular interactions pursuant to their contractual obligations, which allow for the implementation, to the extent necessary, of joint improvement plans to prevent and/or remedy any difficulties.
- Suppliers and providers agree to be subject to external audits, to confirm that these principles are being applied and, to the extent necessary, to undertake corrective measures.
- In the event that the principles of the Charter are not respected, DPD (Schweiz) AG reserves the right to terminate the relationship with the concerned suppliers and providers in accordance with contractual provisions governing their relationship.

### 2.2 Whistleblowing system

- DPD (Schweiz) AG suppliers and providers have access to a whistleblowing system enabling to report any breach regarding human rights and fundamental freedoms, the health and safety of people, the environment and the other aforementioned principles, which are witnessed during the performance of their contract, as well as any act of corruption. The terms of access to the whistleblowing system of each DPD (Schweiz) AG entity are mentioned in their respective agreements.
- Suppliers and providers inform their staff of the existence of the whistleblowing system in connection with their relationship with DPD (Schweiz) AG and allow their staff to access such whistleblowing system.

Date and signature: \_\_\_\_\_

Company Name: \_\_\_\_\_

Name and position of the signatory: \_\_\_\_\_



## THE 8 FUNDAMENTAL CONVENTIONS OF THE INTERNATIONAL LABOUR ORGANISATION

- Convention No. 29 of 1930 on Forced Labour.
- Convention No. 87 of 1948 on the Freedom of Association and the Protection of the Right to Organise.
- Convention No. 98 of 1949 on the right to Organise and Collective Bargaining.
- Convention No. 100 of 1951 on Equal Remuneration.
- Convention No. 105 of 1957 on the Abolition of Forced Labour.
- Convention No. 111 of 1958 on Discrimination (Employment and Occupation).
- Convention No. 138 of 1973 on the Minimum Age.
- Convention No. 182 of 1999 on the Worst Forms of Child Labour



## THE 10 PRINCIPLES OF THE UNITED NATIONS GLOBAL COMPACT

### Human rights

1. Businesses should support and respect the protection of internationally proclaimed human rights; and
2. Make sure that they are not complicit in human rights abuses.

### Labour rights

3. Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
4. The elimination of all forms of forced and compulsory labour;
5. The effective abolition of child labour; and
6. The elimination of discrimination in respect of employment and occupation.

### Environment

7. Businesses should support a precautionary approach to environmental challenges;
8. Undertake initiatives to promote greater environmental responsibility; and
9. Encourage the development and diffusion of environmentally friendly technologies.

### Anti-corruption

10. Businesses should work against corruption in all its forms, including extortion and bribery