



Code of conduct



Wiertz Company, as a family business, focuses on partnerships and long-term relationships. The distinctive strengths of family businesses, such as high agility, optimal reliability, quick decision-making, and social involvement, are embedded in our DNA. Our strong family culture creates a high level of commitment to our customers, our flexible workers, and each other. This makes us always go the extra mile, setting us apart from the rest of the market. We stand for good employer practices and place great value on safety and unity regarding the rules of conduct in the workplace.



Objective

This code of conduct has been drafted to ensure and contribute to a healthy and safe workplace where everyone is treated fairly, with integrity, and respect. We expect this not only from our employees but also from temporary workers, clients, customers, suppliers, and other organizations associated with Wiertz. This code of conduct will outline how work is conducted within Wiertz and what is expected from everyone involved in our organization.

Applicability

This code of conduct applies to all employees, temporary workers, and other individuals and organizations affiliated with the company. This code of conduct is an integral part of all agreements with and on behalf of Wiertz Company.





1. Respect

We expect all parties to treat each other with respect, integrity, and professionalism both online and offline. Conflicts should be avoided whenever possible. It is therefore not permissible to make hurtful, offensive, or other unpleasant comments. Equality in the workplace is paramount.

2. Alcohol and Drug Use

Being under the influence of alcohol and drugs in the workplace can pose risks to safety, health, and psychosocial workload. It is not allowed to consume alcohol or drugs immediately before or during working hours. Additionally, possessing drugs in the workplace is prohibited.

3. Unwanted Behavior

Wiertz condemns any form of unwanted or transgressive behavior against and by employees, temporary workers, and other organizations associated with Wiertz Company. Wiertz aims to create a pleasant and safe workplace. Unwanted behaviors such as bullying, discrimination, (sexual) harassment, and aggression are not accepted.

4. Anti-Discrimination

Wiertz's business operations are aimed at providing job seekers with a fair chance in a diverse and inclusive labor market, regardless of their age, gender, marital status, sexual orientation, life, political or religious beliefs, race, ethnic origin, or nationality. Wiertz refrains from making unauthorized distinctions, whether directly or indirectly. This stance and manner of operation are outlined in the anti-discrimination policy available on our website.

5. Conflict of Interest

Any form of direct or indirect conflict of interest, or the appearance thereof, must be avoided. If there are any potential personal interests that conflict with company interests or those of clients, customers, or suppliers, this must be reported immediately via the complaint form.



6. Working Conditions

We pay workers on time and adhere to the employment conditions as stipulated by law and the applicable collective labor agreement. Regarding working conditions, we see it as our duty to ensure that every employee has a healthy and safe working environment. Wiertz complies with current laws and regulations and adheres to a strict occupational health and absence policy.



We expect clients and customers to do the same, ensuring that employees can perform their work under good working conditions. We also expect employees and temporary workers to adhere to applicable guidelines and laws and regulations. Additionally, employees are expected to look out for each other and ensure that their actions do not create unsafe situations for others.

7. Privacy

Wiertz handles everyone's personal data with care and has well-secured information systems and a clear privacy policy that all employees must follow. The primary focus is on protecting all personal data that Wiertz has access to. Privacy protection means not only that your data is well-secured but also that you have clear insight into what Wiertz does with your data. To know what happens with your data and on what basis Wiertz collects it, you can consult the privacy policy available on our website.

8. Complaint Handling

We highly value the quality of our services. If you, as an employee, wish to express dissatisfaction or file a complaint, you can do so by filling out the ISO complaint form via the intranet. All other involved persons or companies, including temporary workers, can submit a written complaint via the complaint form on the website or report it to the contact person at the relevant branch/hub.

9. Non-Compliance

These rules of conduct are not optional; non-compliance can have consequences for the collaboration and/or employment relationship. Authorized persons will take appropriate measures within the framework of the organization's rules as necessary.

We ask everyone to address persons who do not adhere to these rules of conduct and, if necessary, contact their supervisor/contact person or the confidential advisor.

All reports will be treated confidentially, respecting the privacy of the reporter. A report made in good faith will not lead to negative consequences for the reporter.



