



# Drivers Quick-to-read-guide of DSV Road Sp. z o.o.

*As a global group engaging with various suppliers it is important for DSV Road Sp. z o.o. ("DSV") to have a common set of ethical practices and standards. This "Quick-to-read-guide" is an extract of the full version of DSV's Supplier Code of Conduct. This document describes what DSV considers to be appropriate business conduct by its suppliers of road freight services. For further information, please read the full version. As a supplier to DSV you are expected to read, understand and do business in accordance with the following standards:*

## Security

- You are not allowed to consume or be under the influence of alcohol, drugs or strong medicine when you perform transport services on behalf of DSV.
- Before agreeing on an assignment you must ensure that you have the adequate skills and training to perform it.
- You must respect legal requirements regarding transport activities, including in particular with respect to applicable rules on driver's hours and minimum rest periods, speed regulations, carriage of food/feedstuffs and dangerous goods, and keep adequate distance, use lawful hands-free equipment for mobile phones, etc.
- You are required to ensure that you comply with EU and national legislation on road cabotage.
- You are required to contribute to road safety by ensuring that the transport equipment used complies with legal and manufacturers' specifications. Your assignments must be planned so that all national and international rules are observed in all other respects, including but not limited to brake tests and vehicle inspections.
- To help avoid right-turn accidents you must daily check that your mirrors are correct, always stop and look before turning, keep a watchful eye out when driving in urban zones and keep your driver's cab tidy to ensure a clear view.
- Smoking is not allowed when you handle any dangerous materials. In general, it is expected that you use common sense when you smoke when you are in direct contact with customers.
- You must ensure that the vehicle has all generally required safety equipment, such as safety shoes, high visibility vests and the required lashing equipment.
- You must ensure that the cargo is accurate lashed and secured during transport.
- You must ensure correct loading and unloading of the cargo; both in relation to road safety and in relation to the safe handling of the goods.
- You must conduct yourself in a polite and correct manner at all times and may not enter into discussions with customers at any time when performing assignments for DSV. If you and a third party have diverging opinions of an issue, you must always contact your haulier for instructions.
- In case of any accidents, you must immediately inform your DSV contact person thereof.
- If a DSV employee issues a transport order which implies that you have to violate any legislation or public regulations, you must refuse to perform the assignment and then inform the local DSV management of the incident.

### Labour rights and human rights

- All employees must be given equal opportunities. Discrimination or harassment of any kind based on race or gender, religious belief, marital status or sexual orientation are not tolerated under any circumstances. Forced labour is not tolerated or accepted, and neither is employment of children.
- Employees' right to associate freely, join trade unions and/or workers councils and engage in collective bargaining must be respected. Legal requirements of working environment, minimum working hours and wages for employees must be respected.

### Business integrity

- Bribery is if you offer or accept any gift, loan, fee, remuneration or anything of value to or from another person or entity, private or public, as an incentive to influence or promote an act that would not have taken place without the bribery. When you do business with DSV, offering or accepting bribery of any kind is not accepted under any circumstances.

### Implementation of the Supplier Code of Conduct

DSV reserves the right to verify that you meet the standards of this Supplier Code of Conduct.

The document is to be used as a guideline. This means that it does not excuse/exempt you as a supplier to DSV from taking further precautions as regards your actions and responsibilities described in this document if you find it necessary in a particular situation.

### Sanctions for breach of this Supplier Code of Conduct

Any non-compliance with the Supplier Code of Conduct is taken very seriously. In case of serious or repeated breaches, DSV reserves the right, without liability to you, to terminate the business relationship with you with immediate effect.

### Questions

If you face or have any doubts regarding this document or are in doubt on how to act in a particular situation, you are advised to contact your local DSV contact person or DSV Group Compliance at: [roadcsr@pl.dsv.com](mailto:roadcsr@pl.dsv.com)

