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1 De Jong companies

De Jong is involved in various activities. These activities are grouped into three different companies:
(for the full context of the organization see M01 QMS)

1.1 De Jong Koeriers:

Domestic and foreign road transport for urgent freight or transport within Europe to which added value must be added.

1.2 De Jong Special Services:

Logistics solutions for international freight. This includes all possible forms of road transport within Europe. But also, the use of On Board Couriers and renting charter aircraft from Europe to destinations all over the world.

1.3 De Jong Special Warehousing:

Cross Dock operations, storage, value added services, inbound and outbound freight, from our own warehouse.

The goods handled by the above companies are diverse and differ per customer. In particular, consumer goods, high-tech & aerospace goods, medicines, API, medical devices and small quantities of ADR are transported and (temporarily) stored.

2 Policy

Through the quality policy, the management of De Jong has committed itself to comply with the wishes of its customers, to comply with the applicable laws and regulations and to carry out its work with care for the environment.

In order to achieve the objectives of this policy, it is important that all employees of De Jong adhere to the procedures, guidelines and agreements that have been made within De Jong.

2.1 Quality policy

The quality policy of De Jong Koeriers, De Jong Special Services and De Jong Special Warehousing (De Jong) is aimed at providing services that are in accordance with the agreements with its customers. It is the task of the management of De Jong to know the requirements and wishes of the customers well and to meet them to the best of its ability. To achieve this, the management of De Jong strives to control all processes that are necessary for the realization of the agreements made.

This is assured through the quality management system and based on a continuous improvement process. To achieve continuous (small) improvements in the quality of the process and the quality of the service.

De Jong Koeriers, De Jong Special Services and De Jong Special Warehousing are committed to:

- Good care for the goods of its customers;
- good care for quality;
- continuous improvement;
- employee safety, health and well-being;
- good care for the environment;
- become market leader in specials and solving logistical challenges;
- optimal use of Microsoft Navision with the goal of an unambiguous, clear and easy to find registration of data.

2.2 Policy on corporate social responsibility (CSR / MVO)

De Jong's management highly values sustainability, both in terms of people, the environment and in the field of good employment. For this reason, the "Ten Principles" of the United Nations Global Compact have served as the basis for the policy on corporate social responsibility (CSR). Given the importance, De Jong has also included an alcohol and drug policy.

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De Jong's principles are elaborated below.

Principle 1: Human rights

De Jong recognizes the Universal Declaration of Human Rights and acts accordingly.

Doing business is of course important to ensure that the company can continue to function and that the staff can be paid. However, it must not be forgotten that equality in health, civil, social and political rights combined with the right to expression are important basic principles. De Jong does not approve of child labour, forced labour and discrimination in the activities in which she is engaged.

In addition to the equipment, employees are the capital of De Jong. We take the well-being of our professionals seriously and focus on sustainable employability and personal development. In order to achieve anchoring in the local community, we focus on new employees who live in our care area. De Jong recognises and respects the right of employees to join a trade union and, if applicable, the exercise of employee participation. The tasks, powers and responsibilities for each employee are laid down in the function description.

Principle 2 : Preventing aiding and abetting human rights violations

Employees at De Jong are expected to report suspicions of internal or external human rights violations to the management. In this way, the management is given the opportunity to assess this and to decide on next possible steps. In this way, the risk that De Jong is guilty or contributes to the violation of human rights is minimized.

Principle 3 : Maintain freedom of association and the effective recognition of the right to collective bargaining

A real dialogue with her employees is important to De Jong because it stimulates mutual understanding and contributes to problems being understood and solved more quickly. That is why it is important that employees can consult freely with each other.

Principle 4: Eliminate all forms of forced or compulsory labour;

As a good employer, De Jong offers voluntary employment and her employees are free to seek another job, in accordance with the applicable conditions.

Principle 5 : Elimination of child labour

Child labour is generally not an issue within the Dutch labor culture. As far as the elimination of child labor is concerned, therefore, the same applies to respect for human rights.

Principle 6 : Diversity, Equal Opportunities, Inclusion, and Combating Discrimination.

De Jong pursues a policy focused on diversity, equal opportunities, and inclusion. We are convinced that a diverse and inclusive work environment contributes to better performance, innovation, respectful collaboration, and sustainable business operations.

De Jong does not tolerate any form of discrimination, harassment, bullying, or unequal treatment based on race, skin color, nationality, origin, sex, gender identity, sexual orientation, age, religion, political conviction, marital status, disability, trade union membership, or any other legally protected personal characteristic.

We strive for an inclusive work environment in which all employees are treated with respect, feel valued, and are given equal opportunities for development. Decisions regarding recruitment, selection, training, development, promotion, performance assessment, and remuneration are based on objective criteria, competencies, experience, and suitability for the role.

As part of our corporate social responsibility (CSR), we foster a culture in which diverse backgrounds, experiences, and perspectives are welcomed and respected. We are committed to ensuring equal access to employment, development, and participation for all employees and stakeholders.

Employees who suspect discrimination, exclusion, or inappropriate behaviour may report this through

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the designated procedures (see Whistleblower Policy) without fear of disadvantage or retaliation.

Principle 7 : Supporting a preventive approach to environmental challenges

Where there is a suspicion that an activity could possibly cause serious or irreparable environmental damage, De Jong will proactively consider whether or not the activity can continue.

Principle 8 : Taking initiatives to promote greater environmental responsibility

De Jong is aware that she has a great responsibility for protecting the environment for the future. The management of De Jong actively takes its responsibility to deal with resources and energy in an environmentally conscious way. De Jong therefore chooses, when replacing equipment or investments, to opt, as far as possible, for a solution that is as less environmentally harmful as possible.

We focus on:

- being energy efficient by taking consumption and service life into account when purchasing new equipment;
- being economical with energy by using energy-saving techniques when having new buildings and extensions built;
- where possible, operating paperless and having as many documents as possible available in electronic form, including in communication with customers and suppliers;
- wherever possible, using environmentally friendly truck combinations;
- limiting the speed of vehicles and encourage drivers to apply the New Driving;
- where possible, limiting 'empty' kilometres for trucks;
- giving clear instructions in the field of load securing;
- providing clear instructions for transport of ADR hazard goods;
- respecting driving and resting times and driving bans.

Principle 9 : Promotion of the development and dissemination of environmentally friendly technologies.

Although the possibilities are limited by De Jong's activities, De Jong will try to contribute to helping develop new environmentally friendly technologies where possible, possibly together with suppliers or other business partners.

Principle 10 : Preventing corruption, fraud, money laundering, extortion, and bribery

The management completely distances itself from any form of corruption. We believe in honest cooperation with our customers and suppliers. Our relationships with all our partners and governments are therefore based on legal and fair-trade practices.

The management will always and immediately cease all cooperation with any persons and/or companies, employees, suppliers, customers and organizations, which are involved in corruption, fraud, terrorism, bribery, narcotics, money laundering and other criminal activities.

All employees are expected to immediately inform the management if they encounter any form of corruption, so that appropriate measures can be taken. See also module M13 Whistleblower Arrangement for a further explanation, confidential treatment and protection of the reporter.

Employees are not allowed to receive gifts or favours that would provide a personal benefit to them or a family member. Examples include bribery, bribes, favours, personal services whether or not in the private sphere, gifts and entertainment of greater value than can reasonably be expected.

Prevention of money laundering and financing of illegal activities

De Jong pursues a strict policy to prevent money laundering, terrorist financing and other forms of financial crime.

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De Jong will never knowingly participate in activities in which the provenance, ownership or destination of money, goods or other assets is hidden or disguised in order to give them a legal origin.

All employees are expected to be alert to signs that may indicate money laundering, fraud, tax evasion, financing of illegal activities or other suspicious transactions.

Signals that may give rise to further investigation include:

- unusual or unexplained payment arrangements;
- requests for cash payments;
- payments from countries or organisations with no clear relationship to the contract;
- unclear ownership structures of customers, suppliers or intermediaries;
- transactions that do not fit the nature, size or normal business activities of the relationship;
- requests to record documents, invoices or transactions differently from what actually took place.

Employees are required to report suspicions of money laundering, fraud, financial irregularities or other suspicious activity immediately to the management, the Quality Manager or through the procedure described in Module M13 Whistleblower Arrangement.

De Jong only conducts business on the basis of legitimate and transparent commercial activities and reserves the right to refuse, suspend or terminate relationships, assignments or transactions if there are indications of involvement in money laundering, fraud, corruption, terrorist financing or other criminal activities.

All financial transactions must be recorded completely, accurately, verifiably and in accordance with the applicable laws and regulations. The deliberate provision of false information, the falsification of documents or the concealment of the true nature of a transaction is strictly prohibited.

De Jong strives for:

- Zero confirmed cases of involvement in money laundering.
- 100% of employees with a position in management, sales, planning, administration, finance, procurement, quality and operations are familiar with this policy.
- Periodic awareness of employees about corruption, fraud and money laundering risks through toolboxes, training courses or internal communication.
- Investigation of all reported suspicions of fraud, corruption or money laundering.

General guidelines for the prevention of bribery and corruption:

Third party: Wherever in underneath guidelines is referred to 'third party' this means any business relation, client or prospect, of De Jong and any governmental relation. Special attention is requested for any governmental relation, being a government official, political candidate or employee of a government agency (e.g. in healthcare).

- No payment or gift of any kind may be made, promised or offered to a third party.
- Paying excessive travel and entertainment expenses on behalf of a third party to obtain or maintain business can be considered bribes.
(For example, a company who paid for employees of a government owned company to tour their manufacturing facilities and included side trips for them and their families to Disneyland were considered to have bribed these government officials in violation of the USA-FCPA).
- An improper business advantage includes bribes to maintain your existing business operations.
(For example, bribing an official to obtain or renew operating permits or certifications is illegal in many countries and is forbidden under this policy.)
- Payments or gifts made at the request of a third party to obtain or maintain business are forbidden.
(For example, if a third party indicates that he will cause his agency to do business with you if you purchase office furniture from a business owned by his brother that transaction would be considered a

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bribe and is forbidden.)

- Payment made to an intermediary can be considered bribes. If an intermediary promises to have special connections and requires a high fee for his services and he bribes a third party in order to secure business for you, that bribe can be imputed to you.
- The FCPA has a narrow exception for “facilitation payments”, which are payments to ministerial government officials to perform routine government actions that are ordinarily and commonly performed and where there is NO DISCRETION on the part of the government official. De Jong's policy is that all facilitation payments must be approved by the Director of the company prior to the payment being made.
- Accurate books and records must be kept. Falsifying records to conceal a bribe is not allowed. *(For example, if a cash payment were made to a government official to refrain from taking an enforcement action that the official is otherwise obligated to pursue, and false invoices were created to make the payment appear as if it were for a contractor or supplier, this would violate this policy and the FCPA's recordkeeping requirements, whether or not it also involved an attempt to obtain or maintain business.)*

Reporting a violation:

- Any transaction, regardless of the Euro amount, may give rise to violations of anti-bribery and corruption laws and regulations, including the USA-FCPA. Thus, it is important that every De Jong employee understands the rules and reports any wrongdoing he or she notices as soon as possible. If you believe a violation is occurring or has occurred, you should report it immediately to the Confidential advisor (Quality Manager) according to module M13 Whistleblower Arrangement.
- Any employee, who, in good faith, lawfully and truthfully, seeks advice, raises a concern or reports misconduct, is doing the right thing. No matter how you choose to report, as long as your report is made honestly and in good faith, De Jong will take no retaliatory action against you for making the report. Allegations of retaliation will be investigated and appropriate action taken. More information can be found in module M13 Whistleblower Arrangement.

Principle 11 : Alcohol and drug policy

Alcohol, drugs and traffic do not go together. The same applies to the safe and proper performance of everyone's work. The management therefore does not allow any form of alcohol and/or drug use, or being under the influence of alcohol and/or drugs, during working hours.

Where applicable, the employee will discuss with his treating physician the consequences of the use of medicines that affect driving skills and inform the employer of the conclusions of the treating physician. In the event of violations of these rules that do not constitute an urgent reason as previously intended, the employer will notify the employee concerned by registered letter of the article(s) of these rules he has violated. If there is reason to do so, the employer will initiate a dismissal permit procedure with the appropriate authorities.

Principle 12 : Social Media Guidelines

Social media is a collective name for all internet applications with which it is possible to share information with each other. This can be in the form of text (news, articles), sound (podcasts, music) and image (photography, video). With social media, the website visitor usually takes care of the content of the website (amongst others by uploading). This is also called user-generated content.

Well-known examples of social media and online communication platforms include: Facebook, Instagram, X (formerly Twitter), LinkedIn, WhatsApp, YouTube, TikTok, Snapchat, Reddit, Discord and Microsoft Teams.

This list is not exhaustive and also includes future or similar digital communication platforms.

De Jong has drawn up guidelines to protect its employees, the company and its customers against undesirable consequences of social media. Every employee must adhere to this:

1. Employees may only share information that is not confidential and does not harm De Jong.

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Employees do not disclose unsolicited confidential or other work-related information, including knowledge and other valuable information. For the publication of conversations, permission is requested from the management first.

2. Employees may not disclose confidential and/or harmful information about customers, partners, or suppliers without their approval. This does not distinguish between information about the product and the person or company.
3. Be extra careful when publishing about, or arguing with, a customer or competitor. Misconducted or poorly substantiated documents can have direct adverse consequences for De Jong.
4. Employees who publish on a website (or other social media) other than that of De Jong on a subject that may be related with De Jong, indicate that they publish on a personal title. If employees want to speak on behalf of De Jong, they must discuss this in advance and ask permission from the management. After obtaining permission, they state their organization and function when publishing.
5. Managers, supervisors, salespeople, planners and others who promote the policy and strategy on behalf of the organization have a special responsibility when using social media. For some positions, someone is always seen as a De Jong member – even if he/she expresses a private opinion. Based on their position, employees should consider whether they can publish in a personal capacity.
6. Employees are personally responsible for the content they publish, insofar as it is not part of their job, on blogs, wikis, forums and other media based on user-generated content. They are aware that what they publish will be public for a longer period of time, with consequences for their privacy.
7. If an online discussion threatens to derail, or in the worst case is already completely derailed, contact the management immediately and discuss the strategy to be followed.
8. At the slightest doubt about a publication or about the similarities with De Jong, it is wise to contact the management.

CSR Performance Monitoring and Continuous Improvement

De Jong is committed to responsible and sustainable business operations. As part of this commitment, De Jong utilizes social and sustainability principles and programs such as United Nations Global Compact, SA8000 and EcoVadis, with EcoVadis serving as a key framework for evaluating and improving social and sustainability performance and for benchmarking.

The EcoVadis framework supports De Jong in assessing performance across the areas of environment, labor and human rights, ethics, and sustainable procurement. The results are used to identify strengths, risks, and opportunities for improvement, and to ensure transparency towards customers and other stakeholders.

All employees are expected to contribute to achieving De Jong's sustainability goals through responsible business conduct, compliance with company policies, and—where applicable—active participation in improvement initiatives.