

**WELCOME TO OUR
PLAYGROUND**



Jac Rijk Group

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JACRIJK.NL



CODE OF CONDUCT

JAC RIJK GROUP

2023

INTRODUCTION

At Jac Rijk, regardless of the ever-changing world around us, one constant remains unwavering: our commitment to upholding the highest standards of business ethics and integrity. Our reputation is one of our most valuable assets, and like any asset, it requires nurturing and safeguarding. We engage in endeavors critical to modern society, with the aim of creating enduring value for Jac Rijk, our stakeholders, and all those touched by our projects. Yet, it is not merely what we do that defines us; it is how we do it.

As a member of the Jac Rijk community, whether an employee, stakeholder, supplier, or representative, you are obliged to adhere to our Code of Conduct unconditionally, regardless of your location. You are also responsible for ensuring that these binding principles permeate through your own supply chains. By doing so, you commit to acting ethically and with integrity, as our Code of Conduct establishes a moral framework guiding our decisions. It forms the bedrock of our actions, embodying our values and convictions, including our commitment to human rights, labor standards, environmental protection, and anti-corruption initiatives.

Third Parties

Jac Rijk collaborates with third parties—individuals, companies, organizations, and entities not owned or controlled by Jac Rijk in any capacity. These entities may provide services on behalf of Jac Rijk, work alongside us, or be subcontracted to assist us, effectively representing Jac Rijk or our brand. Over the course of our business relationships, Jac Rijk will vigilantly monitor third parties to prevent misconduct and ensure compliance with the Code of Conduct. If you ever find yourself unsure of the principles outlined in the Jac Rijk Code of Conduct or how to apply them, please consult our HR department; they are here to assist you. Full compliance with the Jac Rijk Code of Conduct is imperative, and we call upon each of you to make a personal commitment to uphold it.

Corporate Responsibilities

Fulfilling our responsibilities is pivotal to sustaining the viability, cost-effectiveness, and durability of essential infrastructure. It supports our customers' competitiveness and preserves the quality of life. The Jac Rijk Code of Conduct serves as a framework to drive the adoption of sustainable business practices. It promotes efficient resource utilization, long-term environmental and social compatibility, and heightened security. It mandates fair treatment of our suppliers, compliance with the law, the fight against corruption, and a dedication to environmental stewardship. These principles define Jac Rijk as a company.

CEO Jac Rijk Group



A photograph of four construction workers on a site. Three men and one woman are wearing hard hats and high-visibility vests. They are gathered around a tablet, looking at the screen. The background shows construction cranes and a clear blue sky.

“Together, we ensure personal dignity, privacy, and rights are respected, fostering a work environment rooted in mutual trust and respect.”

WORKING TOGETHER

Jac Rijk firmly believes in fundamental employment rights and grounds our requirements on principles endorsed by global declarations and international commitments. As an employee, stakeholder, supplier, or representative of Jac Rijk, you are not only expected to benefit from these rights but also to champion them through your own actions, within your own organization and across your supply chain. Our commitment to equal opportunity is unwavering; discrimination based on race, skin color, gender, age, or religious beliefs is strictly prohibited. Just as Jac Rijk adheres to these principles in recruitment, promotions, and interactions with suppliers, customers, and stakeholders, we expect you to do the same. Together, we ensure personal dignity, privacy, and rights are respected, fostering a work environment rooted in mutual trust and respect. Any form of behavior that could be construed as sexual, coercive, threatening, or exploitative—including gestures, language, and physical contact—is strictly prohibited.

ETHICAL BUSINESS



Public Officials

Interactions with public officials are frequent due to the nature of our business activities. All Jac Rijk employees, stakeholders, suppliers, representatives, and third parties engaged with Jac Rijk must have a deep understanding of and strict adherence to local laws, regulations, and guidelines when interacting with public officials. Extra caution should be exercised at all times, and when in doubt, seek guidance from Jac Rijk management.



Transparent Payments

Jac Rijk is wholeheartedly committed to ensuring the legitimacy of all payments and funding. We expect all employees, stakeholders, suppliers, representatives, and third parties working with Jac Rijk to exercise diligence. If you suspect any irregularities or the diversion of funds to conceal illegal activities (money laundering) or the use of Jac Rijk payments for criminal purposes, please immediately inform Jac Rijk management for proper investigation and legal compliance.



Accurate Records

Jac Rijk maintains comprehensive, accurate, and reliable financial records. These records, encompassing internal and external financial reporting, expenses, invoices, payroll data, employee records, and operational records, profoundly impact our business strategies and decision-making processes. Incomplete, false, or misleading information can lead to poor decisions and legal violations. Therefore, Jac Rijk is committed to adhering to transparent accounting standards and procedures, providing full disclosure as required by stakeholders and regulatory authorities.

HEALTH & SAFETY

As a member of Jac Rijk, it is your responsibility as an employee, stakeholder, supplier, or representative to work safely and safeguard yourself, your colleagues, the community, and the environment. Reporting hazardous conditions and other unacceptable health, safety, or environmental situations is imperative. Our strict occupational Health & Safety policy is vital to protect our colleagues, their families, and their communities, minimizing workplace accidents and enabling corrective actions. Uphold safety principles not only in your actions but also throughout your own organization and supply chain. Our shared goal is for every Jac Rijk employee, stakeholder, supplier, or representative to return home safely every day.

Company Assets

As an employee, stakeholder, supplier, or representative of Jac Rijk, you require specific information, equipment, and tools to excel in your roles. Whether they are physical assets, information assets, or intellectual property rights, they must always be handled with care to prevent loss, theft, or damage.

COMPLIANCE & REPORTING

- Comply with laws, regulations, and standards pertinent to your role and professional conduct.
- Understand and adhere to Jac Rijk policies and procedures.
- Foster a culture of consultation when faced with ethical questions, seeking appropriate guidance rather than ignoring or avoiding issues.
- Ensure accessible means of consulting on sensitive ethical matters.
- Accurately document customer engagements and business operations in line with Jac Rijk policies and applicable legal and professional requirements.
- Uphold the reputation of Jac Rijk by accurately representing our stance in professional and other matters.
- Never destroy or alter documents, or recommend their destruction or alteration, for any illegal or improper reason.



REPORTING

If you ever suspect or witness violations of the law, this Code of Conduct, or any company policies, we strongly encourage you to report them. The size or individuals involved do not matter; your voice is valued. Confidentiality will be maintained to the fullest extent possible, and we will not tolerate retaliation against those who, in good faith, report concerns about illegal or unethical behavior to the company. The same zero-tolerance stance applies to any abuse of these reporting processes.

Jac Rijk is committed to taking action against non-compliance with this Code or relevant supporting policies or procedures.

If you ever find yourself unsure of the appropriate course of action, always seek guidance from Jac Rijk management

