

Code of Conduct

Introduction

This Code of Conduct has been established to define, secure and uphold the standards and values of the Tecforce group. It is essential that all Tecforce employees and stakeholders adhere to these rules to ensure a professional, respectful, and safe working environment for our colleagues, customers, and other stakeholders.

The Tecforce Code of Conduct represents a commitment by Tecforce to comply with all applicable legal requirements and to adhere to the ethical standards outlined in this Code of Conduct. To help us meet our commitment, the Code of Conduct defines what Tecforce expects from all involved. The code provides guidelines in key areas, with references to more detailed standards, instructions, and processes. However, the Code of Conduct cannot cover every conceivable situation and should not replace individual responsibility to use common sense and judgment, ensuring that all actions do not damage Tecforce carefully built reputation for integrity.

Professionalism and Integrity

Tecforce strives for excellence in all our services. Everyone is expected to commit to maintaining the highest standards and continuously strive for improvement.

All employees must be honest and transparent in their communications and actions. Deception and fraud are not tolerated.

Everyone is responsible for their own actions and decisions. We learn from mistakes, and therefore, mistakes must be quickly and correctly corrected and reported to the appropriate persons.

Respect and Equality

Employees should always treat customers, colleagues, and other stakeholders with respect and dignity.

Discrimination based on race, gender, age, religion, sexual orientation, nationality, disability, or any other personal characteristic is strictly prohibited.

The privacy of customers and employees must always be respected.

Personal information must be treated confidentially and only shared when necessary for service delivery.

Communication and Cooperation

Everyone is encouraged to express their ideas, concerns, and feedback to their manager, Tecforce HR, Tecforce Works Council or the CEO of Tecforce at any time.

Tecforce aims to create a working environment where everyone feels at home and strives to foster an open and honest communication culture for all stakeholders.

Collaboration and teamwork are crucial to the success of Tecforce. Employees must support each other and strive for common goals.

Never speak formally or informally to a reporter or analyst about company matters. Always refer them to your Tecforce contact person.

Safety and Well-being

We are committed to a physically safe working environment. Everyone within Tecforce must follow the relevant safety procedures and immediately report potential hazards.

Tecforce Management fully supports any employee who stops work due to safety reasons. Tecforce fully supports employees in making this important decision.

Tecforce has an "Alcohol & Drugs Zero Tolerance" policy, which means that any trace of alcohol or drug use will result in refusal of access to the site. This policy applies to all Tecforce employees and suppliers. Every employee is informed of this policy upon hiring. Violations of Tecforce alcohol and drug policy may result in disciplinary action or immediate dismissal.

The well-being of Tecforce employees is important. Tecforce offers support for physical and mental health and expects employees to take responsibility for their own well-being and that of their colleagues.

Wherever we operate, we will always strive to minimize any environmental damage resulting from our activities.

Compliance with Laws and Regulations

All company activities and those of its employees must comply with applicable laws and regulations.

Violations of this code of conduct or any legal requirement must be reported immediately to a supervisor.

Conflicts of Interest

Employees may not accept gifts, money, or any other form of benefits from customers, suppliers, partners, or other third parties doing business with the organization. This policy is intended to prevent conflicts of interest and ensure the integrity of both employees and the organization.

Employees must immediately disclose potential conflicts of interest to their supervisor. Decisions must be made in the best interest of the company and its customers, free from personal interests or external influences.

Modern Slavery

Modern slavery is a severe violation of human rights and includes practices such as forced labour, human trafficking, debt bondage, and child labour, which Tecforce does not tolerate. All employees, suppliers, and partners must comply with all applicable national and international labour and human rights laws. This includes, but is not limited to, the Dutch International Crimes Act, the Working Conditions Act, and the Aliens Employment Act (Wet op de Internationale Misdrijven, de Arbeidsomstandighedenwet en de Wet Arbeid Vreemdelingen). Labor must always be voluntary. No employee may be forced or compelled to work under the threat of punishment or any form of coercion, fraud, or deception.

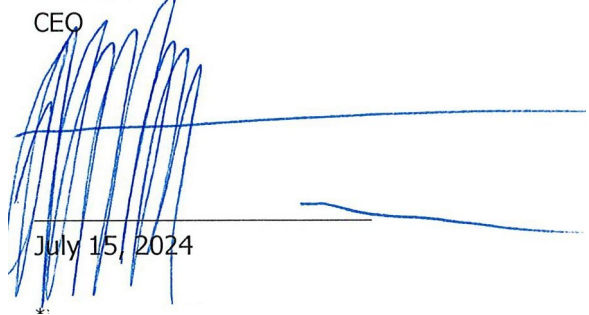
Every complaint is taken seriously and always investigated, with appropriate measures to protect the complainant from retaliation. Modern slavery is an issue that concerns everyone. By adhering to this code of conduct, we commit to protecting the dignity of all employees and contributing to a fairer world free of exploitation and oppression.

Use of Company Resources

Company resources, including time, equipment, and information, must be used efficiently and solely for business purposes.

Employees are responsible for the protection, maintenance, and proper use of company resources and must strive to prevent loss, theft, or misuse.

M.R. Lander
CEO

A handwritten signature in blue ink, consisting of a dense, scribbled pattern of vertical and diagonal lines. Below the signature, there are two horizontal lines, one above and one below the date.

July 15, 2024

Final Remark*

This code of conduct is a living document and may be updated periodically to continue to meet best practices and changing circumstances. Tecforce relies on the cooperation of all its employees to adhere to these standards and thus contribute to an ethical and successful Tecforce.