

Fair Labour Policy

In this Fair Labour Policy, Vinçotte (hereinafter the "Employer") defines the labour standards that aim at achieving decent and humane working conditions. The standards of this Policy are based on (inter)national labour legislation, the Guidelines of the organization TIC Council, of which Vinçotte is a member, and internationally and nationally accepted good labour practices.

I. Working relationship

The work rules and the Code of Conduct of Vinçotte define the working relationship. The Code of Conduct forms an integral part of the employment contract. The work rules and the Code of Conduct describe the rights and obligations of the Employer and the employee in accordance with Belgian and European social and labour law.

II. Non-discrimination

Nobody shall be discriminated against, either directly or indirectly, on the basis of gender, race, religion, age, disability, sexual orientation, nationality, political opinion, social group or ethnic origin during the entire period of employment, including the hiring process and also in relation to compensation, promotion, discipline, termination or retirement.

III. Harassment or abuse

Every employee, customer contact and third party with whom the Employer and the employee have a professional relationship will be treated with respect and dignity. Physical, sexual, psychological or verbal harassment or abuse will not be tolerated under any circumstances. This is explicitly mentioned in the work rules of Vinçotte.

IV. Forced labour

Any form of forced labour is prohibited, including prison-, slave- and contract labour and other forms of labour.

The Employer aims for maximum efforts to only work with suppliers and other professional business partners, who also ensure the prohibition of forced labour.

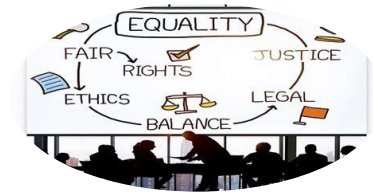
V. Child labour

Employees must at least have reached the age of 18 to be employed, whether on a temporary or permanent basis, directly on payroll or via subcontracting.

The only exception on this rule is made for students working in administrative support positions who must be at least 16 years old. For security jobs, the minimum age of 18 is required.

VI. Freedom of association and negotiation

Every employee has the right to freedom of association. The outcome of collective bargaining at company, sector and national level shall be respected.



VII. Health, safety and environment

The Employer provides a safe and healthy working environment to prevent accidents and protect the health of all employees. The Employer provides extensive safety procedures for every employee.

The Employer takes responsible measures to minimize the negative effects of the workplace on the environment.

VIII. Working hours

The Employer respects the statutory regulations with regard to normal working hours and permitted overtime. The time schedules, the monitoring of working hours and overtime, the respect of daily, weekly and annual limits and the correct payment are stipulated in collective labour agreements, approved by the Employer and the various employee organizations.

IX. Compensation

The Employer guarantees a sufficient compensation to each employee, to meet his or her needs, for a regular working week. The Employer pays the employee at least the statutory minimum wage in order to comply with the aforementioned right to a sufficient compensation. The management staff is paid in accordance with their own scheme, but in all cases the salaries paid are higher than the minimum wages. Furthermore, the Employer complies with the legal regulations with regard to payment for holidays, illness and other forms of absence, both statutory and contractual.

This fair labour policy is the actual version, reviewed in December 2020.