

SUPPLIER CSR CODE OF CONDUCT			
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SUPPLIER CSR CODE OF CONDUCT

CJ DARCL has developed the Supplier CSR Code of Conduct (“Code”) which outlines the basic CSR requirements for its service providers (suppliers), including contractors, sub-contractors and other service providers (“Suppliers”). Suppliers comply with this Code while doing business with CJ DARCL Logistics Limited.

CJ DARCL will review this Code on a regular basis and will make revisions where necessary.

A. Legal and Regulatory Compliance

Suppliers shall comply with all applicable laws and regulations regarding their operations and activities, and the services provided to CJ DARCL.

B. Business Ethics

1. Business Integrity

Suppliers shall not engage in any form of corruption, extortion or embezzlement, and violation of this prohibition may result in immediate termination of the contract and/or legal action.

2. No Improper Advantage

Suppliers shall not, directly or indirectly, offer, promise, give, or demand a bribe or other undue advantage to obtain or retain business or other improper advantage.

3. Whistleblower Protection

Suppliers are expected to promptly report about any actual or suspected violations of law or this Code by any employee or agent acting on behalf of either the Suppliers or CJ DARCL. Suppliers shall protect confidentiality of the whistleblower and prohibit retaliation.

4. Protection of Intellectual Property and Personal Information

Suppliers shall protect intellectual property rights and safeguard customers’ personal information.

C. Human Rights

1. Child Labour

Suppliers shall not employ any person under the minimum employment age stipulated in laws and regulations of the relevant jurisdiction.

2. Forced Labour

Suppliers shall not use any form of forced labour. This includes work on a forced contract, slavery and other forms of work, which are done against one’s will or choice.

3. Discrimination

Suppliers shall not discriminate against any employee based on race, colour, age, gender, sexual orientation, ethnicity, disability, health condition, religion, political affiliation, union membership, national origin, or marital status in hiring and employment practices.

D. Labour Practices

1. Working Hours

Suppliers shall comply with the laws and regulations on working hours, rest days, and holidays of the nation in respect of all the employees which are employed for rendering services.

2. Wages and Benefits

Suppliers shall provide each employee at least the minimum wage and benefits as applicable in that location **including all legal and regulatory requirements.**

Suppliers shall pay their employees promptly, providing and maintaining clear, written record for every pay period.

Suppliers shall provide their employees annual leave, sick leave, maternity and/or paternity leave in accordance with respective laws and regulations as applicable and amended from time to time.

3. Disciplinary Practices

Suppliers are expected to treat their employees with respect and dignity. Suppliers shall not engage in or tolerate the use of corporal punishment, mental or physical coercion, verbal abuse of personnel, and harsh or inhumane treatment.

4. Freedom of Association

Suppliers shall not prevent their employees from exercising the right of freedom of association as permitted by law nor dismiss, penalise or discriminate against their employees for exercising such right.

5. Health and Safety

Suppliers shall comply with all applicable occupational health and safety laws and regulations. In addition, they shall provide a safe and healthy workplace environment and shall take effective steps to prevent potential accidents and injury to their employees' health arising out of, associated with, or occurring in the course of work, by minimizing the causes of hazards inherent in the workplace environment. Supplier shall ensure that the employees are covered through insurance policy and regular medical check-up is done.

E. Environment

Suppliers shall comply with all applicable environmental laws and regulations. In addition, they are encouraged to adopt environmentally friendly practices to reduce the negative environmental impacts of their operations, such as greenhouse gas emissions, use of non-renewable resources and discharge of all kinds of pollutants etc.

F. Community Involvement

Suppliers are encouraged to promote and contribute to the sustainable development of the communities in which they operate.

G. Training

Suppliers are encouraged to ensure that all crew members attend the training program as and when conducted by CJ Darcl.

H. Communication of this Code

Suppliers are encouraged to communicate with employees on their rights and responsibilities related to upholding this code.

Suppliers are also encouraged to communicate the principles stated in this Code to their suppliers, subcontractors and business partners who are involved in supplying products and services to CJ DARCL. Suppliers are expected to encourage these parties to adhere to this Code or similar standards.

I. Documentation and Inspection

Suppliers are expected to maintain records of all documentation necessary to demonstrate their compliance with this Code and the applicable laws and regulations and provide CJ DARCL or its designated third-party(ies) access to these records for inspection.

For CJ DARCL LOGISTICS LIMITED

* Supplier's CSR code of conduct policy version 1.0 dated 09-07-2019; version 1.1 dated 29-07-2021