



TIP Labour and Human Rights Commitment and Framework

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1. Purpose

TIP Group employees are of great value and are the key to our company's success. TIP strives to provide a workplace where employees can fulfil their potential in an open and honest working environment. TIP maintains a strong commitment to high standards that deliver a fair, respectable and safe workplace for all employees.

In addition, TIP will only do business with suppliers that comply with all applicable legal and regulatory requirements. Suppliers that transact business with TIP are also expected to comply with their contractual obligations under any purchase order or agreement with TIP and to adhere to the standards of business conduct consistent with TIP's obligations set forth in the "TIP Supplier Guide". A supplier's commitment to full compliance with these standards and all applicable laws and regulations is the foundation of a mutually beneficial business relationship with TIP.

The purpose of this commitment is to define the labour and human rights standards to which all employees at TIP are entitled and all TIP suppliers should adhere to.



2. Scope

Section 3 of this Commitment applies to all “TIP Employees” in their dealings with each other and those with whom TIP does business, including contractors, agents, customers, suppliers and vendors. The term “TIP Employees” encompasses corporate officers, including managers, regular employees and contingent workers for the purpose of this Commitment.

This Commitment always applies when a TIP Employee is in the “TIP workplace”. The TIP workplace includes any location where TIP’s business is being carried out, including, but not limited to: TIP buildings, sites and offices, TIP provided transportation and other locations visited while travelling on TIP business including conferences, meetings and vendors; supplier or customer sites; and locations of work based social gatherings.

TIP Employees working outside of a location where TIP’s business is being carried out are also expected to follow this Commitment, to the extent allowed by local laws. Where local laws or customs conflict with this Commitment, a TIP Employee should contact the TIP Legal Department to discuss the best way forward in compliance with local law and the spirit of TIP’s values.

Section 4 of this Commitment applies to all “TIP Suppliers” in their dealings with TIP, including TIP Employees, contractors, and agents. The term “TIP Suppliers” encompasses any person or organization that provides a product or a service to TIP.



3. Commitments to Employees

TIP's commitment to respect labour human rights is emphasized by our participation in the UN Global Compact and we are committed to conduct our business activities based on respecting the following human and labour rights:

3.1. Freedom of association

TIP respects its employees' rights to freely associate, form or join a labour union and to bargain collectively in support of mutual interests' accordance with applicable laws and regulations.

3.2. No forced or child labour

TIP does not tolerate any form of forced or child labour. TIP bases its operations in Europe and Canada where there are rigorous laws and procedures to prevent any forced or child labour. TIP is committed to full compliance with any and all such applicable laws.

3.3. Non-discrimination

TIP does not tolerate any form of discrimination against our employees based on race, linguistic/cultural background, colour, national/ethnic origin, citizenship, marital status, age, gender, creed/religion, sexual orientation, pregnancy, physical or mental disability, family status and ancestry.

3.4. No harassment

TIP is committed in protecting our employees from any form of physical, verbal, sexual, or mental harassment, abuse, bullying or threats in the workplace conducted by either their peers or managers.

3.5 Fair employment

TIP adheres to all applicable laws relating to minimum wages, working hours, overtime work, benefits and working conditions and provides fair and competitive compensation commensurate with the employees' position.

3.6. Leave

TIP ensures that all employees have the right to sick leave, annual leave and parental leave as provided by applicable laws and regulations. Employees who take such leave do not and will not face dismissal or threat of dismissal.



If anyone believes TIP Group is in breach it can be reported via our Ombuds Network or via EthicsPoint as well as the Human Resources or Legal department.



4. Commitments to Suppliers

TIP's commitment to respect labour human rights is emphasized by our participation in the UN Global Compact and we require and expect each of our suppliers to comply with all applicable laws and regulations. We conduct business with suppliers based on respecting the following human and labour rights:

4.1. Minimum age

TIP does not tolerate or approve employment of workers younger than the required minimum age as per applicable law.

4.2. No forced or child labour

TIP does not tolerate any form of forced or child labour or workers subject to any form of compulsion or coercion.

4.3. Health and safety

TIP does not tolerate or approve failure to provide workers with a workplace that meets applicable health and safety standards.



5. Procedural

5.1. Primary Owner

Chief Human Resource Officer is the Primary Owner of the TIP Labour and Human Rights Commitment.

5.2. Secondary Owner

Chief Legal Officer is the Secondary Owner of the TIP Labour and Human Rights Commitment.

5.3. Periodic Review

The Primary and Secondary owners are responsible for reviewing this Commitment at least once every three years. Any such report shall include an assessment of any significant compliance issues and recommendations for any changes.

5.4. Revision History

Version	Date	Changes
1.0	June 2022	Initial version of document