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Code of Conduct regarding housing and rest conditions

Due to our wish to avoid increasing social injustice in the transports and logistics sector, Danish Freight Forwarders Association has developed a Code of Conduct stipulating minimum requirements that our members may sign up for when conducting business on Danish territory. The requirements outlined in this document put human dignity at the center of operations, thereby demanding our business partners to go beyond current legislation. Signing up to the Code is voluntary but it builds on the Danish Freight Forwarders Association's principles of conducting business with high integrity, which all members must comply with.

Scope

This Code of Conduct has been developed by the Danish Freight Forwarders Association's Steering Committee in collaboration with some of our members. While the Code is a voluntary initiative, it is our ambition to engage as many of our members in a common social standard for acceptable housing and rest conditions in the transport and logistics sector. Consequently, it must be emphasized that this Code is limited to requirements for housing and rest conditions while we ask signatories to pay equal attention to other applicable legislation and supplementary initiatives.

Disclaimer

Whereas adherence to the Code is voluntary, it must be underlined that members at all times are expected to comply with current legislation and the Danish Freight Forwarders' Articles of Association. Non-conformity with either can lead to expulsion of the Association.

Respect for human rights

By signing this Code, our members agree that they will abstain from partaking, directly or indirectly, in human degradation of any kind. Human trafficking, forced labor, child labor or any kind of violation of human rights are not tolerated. Additionally, legal requirements regarding maximum working hours and minimum wages must be respected. In particular, we demand signatories to comply with Article 24 of the United Nation's Universal Declaration of Human Rights, stating that everyone is entitled to rest and leisure, including reasonable limitation of working hours. This is reinforced by our demand that our members always comply with Regulation (EC) No. 561/2006 on maximum daily and fortnightly driving times.

Rest conditions in a Danish context

Signatories are required to pay particular attention to Danish legislation stipulating that drivers must take their mandatory 45-

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hours weekly rest outside the cabin. It is the freight forwarders' responsibility to ensure that hauliers are committed to comply with this rule. Additionally, it is the obligation of the freight forwarders to conduct and document control of whether the 45-hours weekly rest is taken in due time and under acceptable conditions (*cf. Definition: acceptable housing*).

Parking in Denmark

The Danish Government has decided as of 1 July 2018 to limit parking for trucks on Danish rest areas to maximum 25 hours. Following this, we remind signatories as well as non-signing members that they are obliged to comply with this new parking restriction.

Exception: lack of acceptable facilities

In the event that a driver is in a situation where there is either insufficient infrastructure to legally park the truck, or lack of access to acceptable housing for taking the 45-hours weekly rest, it is the haulier's responsibility to present evidence of this to the freight forwarder. Likewise, if there is no facilities available that allow the driver to park a truck containing hazardous goods, it remains the haulier's responsibility to present evidence hereof. It should be made clear that it is not the intention of the Danish Freight Forwarders Association to penalize hauliers for lack of acceptable facilities in the Danish

infrastructure. Yet, recall that it is the hauliers' responsibility to plan the trip so as to ensure that rest can be taken in proximity to secure parking and acceptable housing.

Definition: acceptable housing

As legal employer of the drivers, it is the hauliers' responsibility to ensure that rest is taken in areas where acceptable housing is available for drivers, who are required to take the 45-hours weekly rest on Danish territory. While the quality and suitability of the accommodation is the primary concern, signatories agree that "acceptable housing" must, as a minimum, consist of the following:

1. Rooms with single beds, providing at least the same level of privacy as the truck cabin,
2. Rooms must be equipped with electricity and heating, and lockers for personal belongings must be available,
3. Access to toilets, showers, washing machines, dryers, and access to unlimited potable water,
4. Access to recreational facilities, and
5. In the event that supermarkets are not within easy reach, food stores should be available on site or shuttles should be provided to nearby convenience stores.

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Housing at the employer's expense

Signatories agree that expenses in relation to the 45-hours weekly rest must not be deducted from the drivers' salaries but should be paid by the haulier. Likewise, if parking is subject to payment in relation to the 45-hours weekly rest this expense stays with the haulier.

Implementation of the Code

Signatories reserve the right to verify that hauliers meet the requirements of this Code. The Code is to be used as a guideline, which means that it does not exempt hauliers from taking further precautions as regards to their actions and responsibilities described in this Code.

Control and auditing

By signing this Code, signatories agree that it remains their responsibility to verify and document that hauliers used, including their sub-suppliers, are in compliance with the requirements described in the Code. Consequently, signatories agree to establish a control function that serves to verify and document that housing and rest conditions for drivers operating on Danish territory are being respected.

Signatories must set up monitoring, ensuring it is documented that all hauliers, including their sub-suppliers, are informed about and have acknowledged the Code of Conduct requirements. Further, the control

set up must ensure that the requirements of this Code are enforced and followed up upon through audits or similar control activities initiated by the freight forwarder.

Audits may be conducted either directly by the freight forwarder or by an independent third party, and the results should be documented in a format allowing the Danish Freight Forwarders Association, upon request, to receive and review the reporting in detail. Signatories are free to use their own audit template, but the audit report should as a minimum include the requirements of this Code. The selection of individual hauliers subject to auditing and the extent of control activities, including audits, must ensure that the results can be considered representative of the general level of performance.

The Danish Freight Forwarders Association reserves the right to ask signatories for evidence that hauliers are ensuring that housing and rest conditions are respected. Evidence should be in writing and contain documentation of completed audits, including details about non-conformities. Documentation for control activities performed, including audit reports, must be kept for 5 years by the freight forwarder.

Sanctions for breach of this Code

In case of serious or repeated breaches, the freight forwarder reserves the right, without liability, to terminate the business

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relationship with the haulier with immediate effect. Also, if one of Danish Freight Forwarders Association's members uses this Code for branding purposes, without proactively living up to the requirements listed here, the Association has the right to ask the member in question to refrain from doing so immediately.