# BEYOND REAL ESTATE





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## 1 Introduction

Intervest Offices & Warehouses (referred to hereafter as "Intervest") conducts its business in a responsible and ethical manner. Intervest expects its suppliers, subcontractors, service providers and the parties which its partners call upon (hereinafter referred to as the suppliers) to work on their social responsibility. The Intervest Supplier Code of Conduct is based on the various guidelines of the Organisation for Economic Cooperation and Development (OECD). Our code sets standards for ethical and fair business conduct and describes how we want to deal with people, how we want to do business and how we want to improve our ESG in cooperation with other parties.

TeamIntervest must follow and apply the principles in the Intervest Code of Conduct. Intervest places the same high ethical demands on its suppliers. All this is described in this Supplier Code of Conduct.

## 2 General requirements

All Intervest's suppliers must comply with the national laws, regulations and standards applicable in the countries where the supplier is active. Intervest's suppliers must be in possession of all necessary permits, licences and registrations. We expect our suppliers to respect the rules in this Supplier Code of Conduct, to apply them with appropriate measures and to comply with them when carrying out their business activities. In addition, our suppliers must take the necessary measures to ensure that the rules in this Supplier Code of Conduct are also observed in their own supply chain.

# 3 Business integrity

#### 3.1 Business Ethics

Intervest is committed to a corporate culture of honesty and integrity. We want to be a company where people take their responsibility and ethical values seriously and where laws and corporate governance standards are strictly observed.

### 3.2 Fair competition

Our suppliers promote fair competition and comply with applicable competition and antitrust laws. Price fixing, cartels and abuse of market position are not allowed in any form.

### 3.3 No bribery, no fraud

Intervest has a strict zero-tolerance policy on bribery and corruption. We also expect our suppliers to comply strictly with all applicable national and international laws and standards to prevent bribery and corruption.

#### 3.4 Promotional gifts

Our suppliers do not accept or offer benefits in the form of gifts or entertainment from current or potential business partners (customers, suppliers, contractors, etc.), unless this is in accordance with accepted and customary ethical rules in the business world. In any case, gifts, entertainment and hospitality should never influence or appear to influence the integrity of a business decision or the loyalty of the persons involved.



#### 3.5 No conflicts of interest

The creation of conflicts of interest, or the perception of such conflicts, must be avoided as much as possible. A 'conflict of interest' is any direct or indirect conflict of ownership or other nature. The supplier must immediately report any actual or suspected conflict of interest between the interests of the supplier and those of Intervest, such as direct personal or financial interests in a business decision or in the selection of a supplier.

## 4 Privacy

#### 4.1 Respect for privacy and the AVG

Our suppliers comply with all applicable laws and regulations on data protection and information security, especially regarding the personal data of customers and employees.

### 4.2 Confidentiality

Confidential information must not be disclosed to unauthorised persons and must only be used for the purpose intended. Suppliers who may have access to such information are obliged to treat it as highly confidential. In principle, it is strictly forbidden to share this information.

### 4.3 No previous knowledge

Inside information is non-public information of a specific nature which is directly related to Intervest, which may influence a reasonable investor in making investment decisions and which may have a significant impact on the price if it were made public. Inside information may never be used to sell or buy shares or other financial instruments, nor to inform, give a recommendation or encourage anyone.

#### 5 Environment

Our suppliers act with respect for the environment and comply with all applicable environmental laws, regulations and other provisions. The supplier shall obtain, retain and keep up-to-date all required environmental permits, approvals and registrations. The supplier shall also ensure that all required data and certificates are available to meet the relevant requirements for the use of products and materials. The suppliers must meet the high quality standards we set for buildings and must comply with the sustainability requirements for each development project. The suppliers handle natural resources responsibly and promote environmental awareness among their employees by means of self-defined climate targets.

#### 6 Labour

#### 6.1 Respect For Human Rights

Our suppliers must respect and promote the internationally recognised human rights set out in the Universal Declaration of Human Rights. They must not cause, contribute to or be associated with any negative impact on human rights through their business activities.



### 6.2 Fair Working Conditions Respect and dignity

We expect our suppliers to promote and ensure respect and dignity in the workplace. They must prohibit all forms of discrimination (especially on the basis of personal characteristics such as gender, origin, religion, political or philosophical beliefs, disability or physical characteristics), harassment, sexual harassment and other forms of intimidation or violence.

#### 6.3 Freedom of association

Suppliers must respect the right of employees to join workers' associations, as well as their right to bargain collectively without fear of punishment, intimidation or harassment. Employment contract | working hours | compensation All employees of the suppliers must have signed a written employment contract that describes the working relationship, working conditions and terms and conditions in an understandable, accessible way. Our suppliers must comply with all relevant local laws and regulations concerning working hours, overtime, compensation and social benefits. They must pay their employees at least the legally required minimum wage.

#### 6.4 No child labour

Child labour is prohibited at our suppliers. If there is no legal minimum working age in a country, employees may not be younger than 15 years old.

#### 6.5 No forced labour

Forced labour is strictly forbidden at our suppliers. This includes any kind of forced labour, such as slavery, labour punishment and any other form. Suppliers shall ensure that their employees receive compensation in accordance with applicable laws and regulations and that the freedom of their employees is not unlawfully restricted. No employee may be forced to surrender valuable items or identity documents to their employer.

# 7 Health & Safety

The work environment must comply with health and safety laws and standards.

The working environment must also be safe and healthy in physical, mental and social terms. In this context, suppliers' employees are made aware of the possible health risks that the work may cause and receive training on such risks, such as fire safety, dangerous work and first aid. All employees have access to and use the required personal protective equipment. Essential information shall be made available in a language that the employee fully understands. The supplier shall ensure that alcohol and/or drugs are not used and that staff members are not under the influence of alcohol and/or drugs during working hours at the workplace.

# 8 Compliance with and monitoring of this code

Intervest is highly committed to compliance with this Supplier Code of Conduct. We expect suppliers to comply with this code by establishing appropriate management processes and cooperating with reasonable assessment processes upon Intervest's request.



Intervest reserves the right to request documentation in order to verify that the supplier is compliant with the above policies. We may at any time audit a supplier's compliance with this code, with the supplier's co-operation.

We do not accept or ignore supplier activities which we suspect may breach our Supplier Code or our Code of Conduct. Suppliers that do not meet our standards and cannot provide an action-plan to quickly rectify their deficiencies will not be considered for future contracts and it may lead to a review or termination of a supplier's relationship with us.

Where a supplier becomes aware of a breach of this code, Intervest must be notified as soon as practicable, with remediation occurring on a timely basis. The supplier must contact the compliance officer (Kevin.Degreef@intervest.eu) directly.

Intervest may periodically revise this code, with revisions posted to the Intervest website.