

Code of Conduct

1. Preamble

The “Supplier Code of Conduct” of Kerkhoff Negotiate & Contract GmbH sets out the minimum standards and requirements expected from all suppliers in all business relations. This includes proper ethical conduct and compliance with all national and international laws and regulations.

2. Respect for the fundamental rights of employees

Suppliers respect the health, safety and personal rights of their employees in accordance with applicable national law and adhere to the principles of respect, fairness and non-discrimination. They employ and remunerate their employees on the basis of fair and compliant contracts. They maintain international minimum labour standards.

Child labour is strictly forbidden. Suppliers respect the standards of the International Labour Organisation (ILO).

3. Fair competition

Suppliers compete fairly in all markets and act in accordance with the applicable competition and antitrust laws. They do not engage in collusive bidding, price fixing, price discrimination, or other unfair trade practices in violation of fair competition laws or antitrust laws, nor abuse a dominant market position.

4. Anti-corruption

Suppliers will not tolerate any form of corruption. They actively and consistently counteract criminal or unethical influence on decisions taken by Kerkhoff or other companies and institutions, and fight corruptibility within their own companies.

5. Money laundering

Suppliers comply with all applicable anti-money laundering laws and regulations, and do not engage in any money laundering activities.

6. Gifts

Suppliers do not give or receive gifts or gratuities in order to gain or reward preferential treatment. Employees of Kerkhoff Negotiate & Contract GmbH or persons close to it may only be offered common courtesies normally associated with accepted business practices, provided these are gifts of low intrinsic value (< 35 euros, net). In the same way, Suppliers will not demand inappropriate benefits or undue advantages from employees of Kerkhoff Negotiate & Contract GmbH.

7. Avoiding conflicts of interest

In business dealings with Kerkhoff Negotiate & Contract GmbH, suppliers take decisions based on objective criteria only. Any factors that might influence the decisions of our suppliers due to private, business or other conflicts of interest must be prevented from the start. The same applies to relatives and other related parties.

8. Respect for the environment

Suppliers comply with all relevant environmental laws and standards, while minimising waste, emission and noise.

Supplier Declaration:

1. We have received the "Supplier Code of Conduct" of Kerkhoff Negotiate & Contract GmbH and commit to complying with the relevant criteria and requirements.
2. Kerkhoff Negotiate & Contract GmbH has the right at any time to terminate in writing any existing supply contracts and/or orders without prior notice if the supplier violates a requirement of the "Supplier Code of Conduct" and has failed, after an appropriate period of grace, to implement an improvement measure. The same applies to deliberate obstruction of compliance reviews as per item 3. Any suspected violation of the "Supplier Code of Conduct" will be investigated and Kerkhoff Negotiate & Contract GmbH reserves the right to request a detailed account of the circumstances.
3. Where suspicious facts suggest a violation of this "Supplier Code of Conduct", Kerkhoff Negotiate & Contract has the right, at its expense, to verify compliance with the "Supplier Code of Conduct" through an independent expert bound by professional confidentiality. The supplier hereby warrants to provide the independent expert with access to any information and documents required to conduct the investigation. If the investigation gives no indication of violation of the "Supplier Code of Conduct", Kerkhoff Negotiate & Contract GmbH will refrain from reviewing any information other than the result of the investigation.
4. At the request of Kerkhoff Negotiate & Contract GmbH, we will complete an annual self-disclosure form of Kerkhoff Negotiate & Contract GmbH or submit to Kerkhoff Negotiate & Contract a written report of the measures taken or planned to ensure compliance with the Code of Conduct.