

deJong&Laan

# HUMAN RIGHTS POLICY

**Our commitment to human rights**



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# 1. Our commitment to human rights

At de Jong & Laan, we believe that every human being has the right to freedom, dignity and equal treatment. Our commitment to human rights is an integral part of our core values: "Connecting with Confidence, Moving Forward".

This statement confirms our commitment to respecting human rights, both within our organization and in our relationships with clients, suppliers and other stakeholders.

We recognise that as a knowledge organisation, we have a responsibility to actively promote human rights and to prevent or mitigate negative impacts. This statement therefore applies to every individual and community that is affected by de Jong & Laan's activities and its value chain.

## 2. Our Commitment to Justice, Equality, Diversity, and Inclusion (JEDI)

At de Jong & Laan, we recognise that respect for human rights is inextricably linked to actively promoting justice, equality, diversity and inclusion. We believe that an inclusive organization is only possible when everyone feels welcome, heard and safe, regardless of background, beliefs, disability, gender identity, sexual orientation or other personal characteristics.

Our commitment to JEDI principles means that we promote equal opportunities, actively combat inequality and systemic exclusion, and work towards an organizational culture in which differences are recognized and valued. This applies not only within our own organization, but also in the way we interact with customers, suppliers, partners and the wider community.

These principles are anchored in our policy and visible in our practice. They form a guideline in our internal decision-making, personnel policy, customer approach, communication and social involvement. We strive for equity, not just intent.

The Board of Directors has formally endorsed this commitment and bears the ultimate responsibility for its compliance. This commitment is an integral part of our broader strategy in the areas of human rights, ethics and sustainability.

## 3. Our core commitments

### Labour rights

We respect the fundamental labour rights as enshrined in the conventions of the International Labour Organization (ILO). This includes:

- No forced labour or child labour
- Freedom of association
- A safe, inclusive and respectful work environment
- Fair pay and job security

### Equality and non-discrimination

We have a strict policy of non-discrimination and are actively committed to equal opportunities, regardless of age, gender, origin, religion, disability or sexual orientation. These values are anchored in our policy document 'Undesirable Behaviour Regulation' (Regeling Ongewenst gedrag). We strive to create a safe and inclusive work environment where everyone feels respected and heard.

### Mental and physical health

We recognise the importance of psychological and physical well-being and take steps to ensure a healthy work balance and a supportive work environment. For this reason, we are actively committed to offering help and opportunities in various ways to keep the physical and mental condition of our employees at a strong level and, where necessary, to improve it.

### Anti-corruption and fraud and bribery

We have a strict policy on corruption, fraud and bribery. Doing business with integrity is a core value within our organization and a precondition for respecting human rights. Employees, suppliers and business partners are expected to act in accordance with applicable laws and regulations and our internal code of conduct. Our quality manual includes guidelines and reporting procedures to identify and tackle undesirable behaviour in a timely manner.

### Training and education

We see access to training and skills development as an essential prerequisite for personal growth, equal opportunities and sustainable employment. At De Jong & Laan, we encourage employees to develop continuously. We invest in internal learning paths, knowledge sharing and external training to equip them for the challenges of today and tomorrow. In this way, we contribute to an agile organization and a resilient workforce.

### Privacy

We respect the right to privacy and apply strict guidelines for the safe and responsible handling of personal data of employees, clients and third parties. These guidelines are laid down in our GDPR policy (Chapter 14, Quality Manual) and in the code of conduct for the use of information (Gedragscode voor gebruik van informatie).

### Digital responsibility

As an organization that increasingly relies on technology, we are committed to the ethical use of data and AI. We avoid uses that may lead to exclusion, bias or other forms of human rights violation.

## 4. Our approach

### **Internal guidelines and codes of conduct**

Our codes of conduct and compliance procedures guide how employees act in accordance with ethical and human rights principles. These are binding for all employees.

### **Due diligence**

We carry out an analysis to identify possible negative effects on human rights. In doing so, we take appropriate measures to prevent, mitigate or remedy those risks, both within our organisation and in our business chain.

### **Reporting procedures and integrity**

We encourage open communication and provide secure reporting channels for employees and external stakeholders who wish to report integrity and human rights violations. All reports can be made to the external confidential adviser and will be treated confidentially and without repercussions in accordance with our 'whistleblower reporting procedure' (Meldregeling Klokkenluiders).

### **Accountability and supervision**

The Board of Directors is ultimately responsible for complying with this statement.

### **Beyond our organization**

We expect our suppliers, customers and other business partners to respect and endorse fundamental human rights.

### **International standards**

This statement is based on:

- The Universal Declaration of Human Rights
- De UN Guiding Principles on Business and Human Rights
- The ILO declarations

### **Looking forward**

Human rights issues are dynamic and complex. We continue to improve our processes and this statement in line with social and legal developments.



Colofon

## deJong&Laan

Koningin Wilhelminaplein 30  
1062 KR Amsterdam

0546-660760  
info@jonglaan.nl

[www.jonglaan.nl](http://www.jonglaan.nl)

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