

Code of Conduct for PM Logistik AB 2025

Code of Conduct contains guidelines on how we should conduct our business in an ethical, social and/or environmentally correct manner.

- Professional Conduct
 - Employees must behave professionally and respectfully towards customers, colleagues, and other road users.
 - Adress code must be followed to ensure a uniform and professional image.
- Safety
 - Safety procedures must be strictly adhered to, including the use of seat belts and compliance with traffic regulations.
 - The driver's health and well-being must be prioritized, and driving should be avoided in cases of illness or fatigue.
- Customer Service
 - Customers must always be greeted politely and respectfully.
 - Clarify information about prices and services before the journey begins.
- Vehicle Maintenance
 - Regular maintenance of vehicles must be conducted to ensure safety and comfort.
 - Any technical issues must be reported immediately.
- Rights and Working Conditions
 - Union Freedom: Employees have the right to organize and participate in union activities without fear of retaliation.
 - Prohibition of Child Labor and Forced Labor: We do not accept child labor or forced labor in any of our operations.
 - Prohibition of Discrimination: Discrimination based on gender, race, religion, sexual orientation, or other factors is strictly prohibited. All employees should be treated fairly and with respect.
 - Regulated Working Hours: We comply with statutory working hours and ensure that all employees have the right to breaks and rest.
 - Employment Contracts: All employees should have written employment contract that clearly outlines the terms of employment.
 - Safe Working Environment: We are committed to maintaining a safe and healthy working environment for all employees.
 - Correct Wages: All employees should receive fair and competitive wages in accordance with applicable laws and agreements.
- Confidentiality
 - Confidentiality Requirements: All employees must respect the confidentiality of company information and client data. No information may be shared without explicit permission.
 - Information Sharing: Define what constitutes sensitive information and provide examples of situations where confidentiality is particularly important.
- Corruption and Bribery
 - Prohibition of Corruption: Corruption, bribery, or improper payments in connection with services are strictly prohibited. We promote a culture of transparency and honesty in all business transactions.

- Training: Provide training for all employees on what constitutes corruption and bribery, and where the boundaries lie, including examples of how to handle offers that may be seen as bribes.
- Responsibility
 - Culture of Responsibility: Encourage a culture where all employees feel responsible for reporting violations of the Code of Conduct and contributing to a positive work environment.
- Consequences of Violating the Code
 - Violations of this Code of Conduct may lead to disciplinary action, including termination of employment.

Conclusion

This Code of Conduct should be seen as a guideline for creating a safe and professional working environment. By following these guidelines, all employees contribute to a positive reputation for PM Logistik AB.