

# ANTI-BRIBERY AND ANTI-CORRUPTION CHARTER

Updated 17/10/2019



#### MOVING - STORAGE RECORD MANAGEMENT ARCHIVE DESTRUCTION PACKING MATERIAL



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We as partner of STREFF commit to legal and ethical behaviour, and to refrain from doing anything that will harm the interests of STREFF, other affiliates, clients, or the industry.

We will take steps to ensure we are fully informed of applicable regulations and will monitor our employees to ensure full and continual compliance with this charter.

### LEGAL COMPLIANCE

We will ensure that we are aware of all applicable laws countering bribery and corruption in all the jurisdictions in which we operate (including those that govern our conduct abroad), and that we will obey and uphold those laws.

#### **ETHICAL BEHAVIOUR**

As a demonstration of our commitment, we pledge to take a zero tolerance approach to bribery and corruption. At all times we will act professionally, fairly and with the utmost integrity in all business dealings and relationships.

#### CODE OF CONDUCT

By agreeing and committing to this charter, we guarantee to:

- 1.never engage in any form of bribery, either directly or through any third party.
- 2.never offer or make an improper payment, or authorize an improper payment (cash or otherwise) to any individual, including any local or foreign official anywhere in the world.
- 3.never attempt to induce an individual, or a local or foreign official to act illegally or improperly.
- 4.never offer, or accept, money or anything of value, such as gifts, kickbacks or commissions, in connection with the procurement of business or the award of a contract.
- 5.never offer or give any gift or token of hospitality to any public employee or government official or representative if there is any expectation or implication for a return favour
- 6.never accept any gift from any business partner if there is any suggestion that a return favour will be expected or implied.
- 7.never facilitate payments to obtain a level of service which one would not normally be entitled to.
- 8.never disregard or fail to report any indication of improper payments to the appropriate authorities.
- 9.never induce or assist another individual to break any applicable law or regulation.
- 10.never donate to a charity or political party with the intention of gaining a commercial advantage.









## AGREEMENT:

By becoming a service provider of Streff you automatically agree to the regulations stipulated in the Anti-Bribery & Anti-Corruption Charter as well as our Data protection policy. You understand and accept that non-compliance with this charter signifies non-compliance with the policies of STREFF and will make any business collaboration impossible.

If for any reasons you would disapprove, please sign this document and send it back to : 138, route d'Arlon, L-8008 Strassen, or via email <a href="mailto:service@streff.lu">service@streff.lu</a>

Company name :	
Company address :	
Printed Name:	Position :
Email address :	Phone :
Date :	Signature :





