

Document TE-POL-04
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Subject Workplace violence and harassment policy

Workplace violence and harassment policy

Everyone on a Telic assignment is treated with respect. Violence, harassment and intimidation are not tolerated.

SCOPE

Applies to the director of Telic Engineering B.V., engineers from our network and subcontractors on a Telic assignment, at client sites, workshops, offices, accommodation and in transit. It complements the code of conduct (TE-POL-03) and applies alongside the client's own policies; where the client's policy is stricter, it applies.

DEFINITIONS

Workplace violence: the use or threat of physical force against a person that causes or could cause injury, including threatening behaviour and statements.

Harassment: any unwelcome conduct, comment or gesture that a reasonable person would find offensive, humiliating or intimidating, including sexual harassment and harassment based on race, sex, gender, age, religion, nationality, disability or sexual orientation. Bullying and intimidation are harassment.

POLICY

- Telic does not tolerate violence, threats, harassment, bullying or discrimination by or against anyone working under its name, and does not tolerate it from clients, site personnel or third parties towards its engineers.
- Every engineer is expected to treat colleagues, client staff and site personnel with respect, regardless of role, nationality or background, and to speak up when they see behaviour that breaches this policy.
- Threats of violence are treated as an emergency: the engineer withdraws to a safe place and informs the site supervisor or site security immediately.

REPORTING

An engineer who experiences or witnesses violence or harassment reports it to the site supervisor or the client's HR or compliance contact, and to the Telic director the same day (+31 6 51345316, remco.petersen@telic-engineering.nl). Reports are handled confidentially and looked into promptly. There is no retaliation against anyone who reports in good faith or takes part in an investigation.

CONSEQUENCES

An engineer who breaches this policy is removed from the assignment and from the Telic network. Where an engineer is the victim of violence or harassment on site, the director raises it with the client and, if the engineer's safety cannot be assured, withdraws the engineer from the site.

RESPONSIBILITIES

Director: owns this policy, makes it part of every assignment agreement, handles reports and reviews the policy yearly.

Every engineer: complies with this policy and the client's site rules, and reports incidents without delay.

Signed on behalf of Telic Engineering B.V. (digitally signed)

Remco Petersen, Director · 19 September 2026

Digitally signed by Remco Petersen
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