

OVERALL POLICY STATEMENT

1.1 OVERALL POLICY STATEMENT

The following statement describes the overall objectives and policies of the Stichting Chemical Distribution Institute (CDI). These are approved by the Board of CDI and signed, on their behalf, by the Chairman. All participants, employees and accredited inspectors are expected to adhere to these at all times in the execution of their work for CDI. The combined statement is prominently displayed within the CDI offices and made known to all participants.

Vision: Driven by the expertise of the world's leading chemical manufacturers CDI sets out to be the global source for data, information and advice specific to marine transportation and storage of chemical products, whether that be in bulk or packaged form.

1.2 QUALITY OBJECTIVES

- To meet customers' requirements for providing high quality data, and information and advice on industry best practice and international legislation for marine transportation and storage of chemical products.
- To improve continuously the way we operate.
- To measure our performance and provide meaningful statistical evidence of our progress.

1.2.1 QUALITY POLICIES

- To meet our customers' quality demands consistently.
- To manage CDI in a manner meeting the current ISO 9001:2015 Standard.
- To implement and maintain awareness of and participation in meeting the quality objectives.
- To keep proper records to demonstrate effectiveness of the quality system

1.3 THE BUSINESS OBJECTIVES

- To constantly improve the safety, security and quality performance of marine transportation and storage for the chemical industry.
- Through cooperation with industry and centres of education, drive the development of industry best practice in marine transportation and storage of chemical products.
- To provide information and advice on industry best practice and international legislation for marine transportation and storage of chemical products to customers and stakeholders.
- To monitor current and future international legislation and provide experience, knowledge and advice from the chemical industry to the legislators.
- To provide chemical companies with cost effective systems for risk assessment, thus assisting their commitment to Responsible Care and the Code of Distribution Management Practice.
- To provide a single set of reliable and consistent inspection data which chemical companies can use with confidence.
- To provide the chemical industry with an independent organization for:
 - training, qualification and accreditation of inspectors.
 - development and maintenance of databases on which inspection and risk assessment information can be promulgated.

1.3.1 THE BUSINESS POLICIES

- CDI will promulgate information and advice specific to safe marine transportation and storage of chemical products.
- Through observance and feedback, CDI will monitor legislation respective to chemical transportation and storage. Representing industry, expertise and knowledge accessible through CDI will be provided to the legislators.
- CDI will ensure that reliable and accurate inspection schemes are maintained. Inspection protocols will be constantly updated in line with legislation, accepted international standards and technology.
- With user friendliness in mind, CDI will constantly improve the interactive databases for input, extraction and interpolation of data and information.
- Pending compliance with the procedures for accreditation, a sufficient number of inspectors will be maintained to provide a global coverage for ship, terminal and supply chain inspection.
- CDI will operate within the budgetary limits set by the Board. Surplus capital will be used to reduce the charges to participants.
- Through evaluation of experience feedback and customer comment, CDI will strive for continuous quality improvement.
- Extend the services of CDI beyond the chemical industry wherever assistance and advice may be requested, thus avoiding foreclosure towards any 3rd party.

1.4 SAFETY, SECURITY, HEALTH AND ENVIRONMENT OBJECTIVES

- To ensure that CDI, its employees and the inspectors conduct their activities in ways that are safe and secure for personnel, ships, terminals, warehouses, offices and the environment.
- To ensure that the office administration function contributes to a pollution free environment.

1.4.1 SAFETY, SECURITY, HEALTH AND ENVIRONMENT POLICIES

- Through inspection protocols, guidelines, training of personnel and industry presentations, CDI will actively promote Safety, Security, Health and a pollution free Environment.
- In carrying out the activities of inspection and administration, CDI will ensure that all legislation, industry guidance and recommendations are considered.
- CDI will ensure that all inspectors are provided with photo identification documents and maintain accurate records to provide verification that inspectors are who they claim to be.
- CDI employees and inspectors are expected, at all times, to comply with these Safety, Security, Health and Environment Policies.
- CDI employees and inspectors are expected, at all times, to comply with the Safety, Security, Health and Environment Policies of the ships, terminals, warehouses, and offices they visit.
- CDI will monitor safety performance by recording and reviewing all accidents and incidents involving employees and inspectors.
- CDI will maintain a safe and secure place to work and a healthy working environment for employees.
- CDI will provide information, instruction and supervision to ensure all employees and inspectors avoid hazards likely to be encountered in their daily activities.

1.5 PERSONNEL OBJECTIVE

- To acknowledge that properly trained and qualified personnel are the key elements to the success and quality of the CDI.

1.5.1 PERSONNEL POLICIES

- CDI will ensure that the right people are employed in the right positions with the right work instructions.
- CDI will ensure that appropriate training is given to all employees to ensure they stay up-to-date with changing procedures and modern working practice.
- Within the administration office, CDI will maintain appropriate safety equipment, fire protection, first aid and welfare facilities.

1.6 ETHICS POLICY

To respect different cultures, religions, traditions and customs and in so doing maintain the highest integrity in its dealings and activities.

To be honest, straight forward and impartial with participants, stakeholders, third parties and employees.

To maintain an administrative system which records accurately and honestly its activities and financial situation.

To prevent any form of incentives being paid to or by employees and inspectors, either in cash or kind in connection with contractual or other business relationships that CDI may have with third parties.

To ensure that information which is required to be kept confidential is respected by all employees.

To declare immediately any potential or known conflict of interest that may arise or has arisen.

1.7 COMPETITION LAW POLICY

It is the policy of the Stichting Chemical Distribution Institute ("CDI") that all of its Directors, Officers, Employees, Participants and Representatives shall, in carrying out their duties and activities, comply with all those antitrust laws which are applicable to CDI's activities. Consistent herewith, the CDI Board shall emphasise the importance of Competition Law compliance and shall maintain an Antitrust Compliance program requiring the Antitrust statement be circulated prior to commencement of all Board, Executive Board, Committee and Work Group meetings.

Nobody should assume that CDI's interest ever requires otherwise. Moreover, no one in CDI or on behalf of CDI has authority to give any order or direction that would result in a violation of this policy.

It is recognised that on occasion there may be legitimate doubt as to the proper interpretation of the law. In such circumstances, it is required that the case will be referred to CDI's legal counsel for an opinion.

Signed:  Chairman
Date: 10 January 2020