

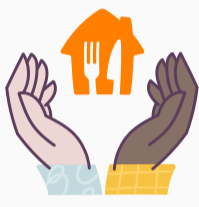
Bitesize Code of Conduct for Couriers

At Just Eat Takeaway.com (JET & all its subsidiaries), we are committed to conducting our business with integrity and fairness, with respect for the law and our values: Lead, Deliver and Care. Doing the right thing is vital in everything we do, even when nobody is watching. Our [Code of Conduct](#) sets out what we expect of our employees and we encourage you to read it. Below we have highlighted some of the key principles that apply to you as a courier. If you have any questions or concerns, please reach out to [us](#).



Caring for each other

- We treat each other with respect and value diversity.
- We don't discriminate, harass or intimidate others.
- We promote trust, care and fairness in our working relationships.



Protecting our health and safety

- We follow JET's health and safety procedures for the protection of our own health and safety and that of others.
- We don't let unauthorised people do our shift or make our deliveries for us.
- We abide by traffic rules at all times and follow safety work instructions.
- We make use of the equipment, such as helmets and jackets, that JET offers to help protect against safety risks, such as extreme weather and accidents.
- We don't work when we are under the influence of alcohol or drugs, or if we take medication that may impact our fitness to work.
- We each have an obligation to notify our manager or support services if we observe unsafe conditions, equipment or activities.
- We report incidents, such as injuries, assault or theft, to LiveOps immediately, irrespective of their severity.



Caring about our partners, society and the environment

- Being an ambassador for the company, we treat our customers and restaurant contacts with dignity and respect.
- We are committed to work in an environmentally friendly way and make a positive impact on the societies in which we operate. If we have ideas to improve JET's sustainability, we are welcome to raise them with management.



Keeping data secure

- We keep the trust our customers have in us by protecting their privacy and not using their address or phone number for something other than delivering an order.
- We look after the information that is made available to us and do not share it with third parties without approval.
- We do not give access to the Scoober App or other JET systems to unauthorised persons.



Feeling safe to Speak Up

- We **Speak Up** if we notice something is wrong or feels suspicious, such as fraud, human rights violations or harassment.
- We can Speak Up by talking to our line manager, our HR Business Partner, a member of **the Compliance team** or via the **Speak Up Hotline**.
- We will not be retaliated against in any way for Speaking Up.

If you have any questions or concerns, please reach out to us.

Scoober Compliance

