

Code of Conduct Hedeselskabet

January 2024



HEDESELSKABET



Introduction to our approach to doing business

Hedeselskabet must act responsibly and ensure that we always perform work of high quality and according to high ethical standards. We believe that our commitment to create a sustainable future coupled with social commitment will help us achieve long-term success.

We are not just a company but also an active partner in the communities where we operate. We want to help create long-term security and safety and help reduce the climate impact, increase biodiversity and ensure a more sustainable use of nature's resources. Our basic values are important to us and we would like to share them with our employees, association members, suppliers, clients and other partners.

Hedeselskabet is active in a number of countries and we believe that we share responsibility for the societies, the environment and the people we work with. We want to develop activities in tune with our surroundings, based on long-term perspectives.

As employees of Hedeselskabet, we share a set of values, no matter where we work in the company. Our Code of Conduct is a dynamic tool that helps our employees navigate in ethical and moral dilemmas.

To us, our social, environmental and ethical responsibilities form a never-ending challenge and we want to grow in step with our expanding knowledge and experience.

We invite our readers to share their views with us at info@hedeselskabet.dk.

Best regards,

Torben Friis Lange, managing director
Jørgen Skeel, board chairman



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Business principles

Sound business principles:

- Authenticity and integrity characterise all of our business activities.
- As a minimum, we comply with all minimum requirements of all current legislation, regulations and conditions in the countries where we do business.
- We present our accounts in accordance with national legislation and rules of good foundation management.
- We never accept inappropriate payments or bribes, neither directly nor indirectly, in order to facilitate our activities or to ensure financial gains. Nor do we give presents or payments which may be seen as bribery. If demands or offers for bribery occur, we will reject them immediately and report it to management.



POLICIES

See Hedeselskabet's anti-corruption policies

Company principles

We comply with responsible company principles:

- We do business according to the principles governing the formation of our foundation in order to promote the statutory objectives.
- We strive to use our raw materials, capital and employee resources responsibly and efficiently to add value in accordance with our objects.
- It is the responsibility of the management to ensure that the board of directors has the information necessary to be able to make the strategic decisions and to follow up on the activities of the management. We emphasise involvement of association members in key decisions such as the election of members for the board of directors and at meetings of representatives. We ensure that relevant information is available to the association members well in advance of the meetings and that they will be able to ask questions and make proposals.
- We have set up clear and just rules for membership application and withdrawal, and we respect the rights of association members.
- We inform our association members about important decisions and changes in our company. We give full and timely access to relevant information about the company, including financial matters and management. We make it easy for the association members to access our articles of association and we contact relevant employees and board members. Board members and management are obliged to inform the board of directors if they have significant interests in a transaction or an issue that affects the company, directly or indirectly.



PRINCIPLES

See the report of good foundation management:
<https://www.hedeselskabet.dk/om-hedeselskabet/aarsrapport>



Our services and customer collaboration

We ensure that the quality of our services is as agreed and that our advice and job performance are based on the most recent knowledge:

- We always comply with current legislation when we perform jobs for our clients.
- We ensure to document the services we deliver.
- Our employees are trained to deliver our services.
- We ensure clear agreements in all client relations.
- We act as proactive sounding boards and aim for long-term relations with our clients.
- We stay up to date on the latest developments in our professional areas and we support chosen research projects which are relevant to our services.
- We only communicate that our services have environmental, climate or biodiversity benefits when we can document this.

Environment, climate and biodiversity

We continually improve our environmental standards as follows:

- We are working to reduce the impact of our services on the environment.
- We procure equipment that complies with or exceeds relevant environmental standards.
- We save energy and reduce the consumption of resources by optimising our operations.
- We put sources and users of various waste streams into contact to encourage reuse and reduce the waste of resources.
- We encourage and challenge our suppliers to develop and deliver products and services which comply with or exceed our environmental requirements.
- We take responsibility for the environment and meet the wishes of our stakeholders and the authorities.
- We strive to reduce our climate impact in order to contribute to reducing global warming and offer solutions to bind carbon.
- We offer solutions to further and monitor biodiversity and we set goals for our impact on biodiversity in our own areas.
- We offer solutions to further green areas in towns and cities and to reduce the consequences of climate change.



POLICIES

See Hedeselskabet's environmental policy and procurement policy

Responsible forestry

- We run and support responsible forestry.
- We work actively to increase the wooded area in Denmark.
- We balance the consideration for all of the forest's ecosystem services.
- We help to bind carbon and prevent unnecessary fossil emissions.
- We work to utilise the wood to create maximum value.
- We work actively to increase biodiversity and the climate effect of forestry in Northern Europe.
- We work to promote the certification of the sustainable use and management of forests.





We will ensure responsible procurement

- We ensure that our suppliers comply with our Code of Conduct.
- We demand that all our employees understand the meaning of ethically correct behaviour and comply with our procurement guidelines.
- We want to have fair and responsible supplier relations and we select our suppliers in a professional, systematic and fair fashion.
- We safeguard confidentiality and ensure that confidential information from our suppliers is not submitted to unauthorised persons or companies.



POLICIES

See Hedeselskabet's procurement policy and Hedeselskabet's Code of Conduct for suppliers

We want to ensure a good workplace

- We have a competent and committed staff and we give priority to our employees' health and safety at work.
- We create and maintain a healthy and safe work environment for our employees and strive to ensure continuous improvements to allow us to comply with or exceed the requirements of current legislation, rules, provisions and standards in the countries where we operate.
- We create a stimulating workplace where the key words are mutual respect and trust among employees and where we encourage our employees to seek a proper work-life balance.
- We do not accept harassment and discrimination in our workplace, and our employees must be able to perform their work considering each employee's abilities, regardless of any limitations.
- We strive to create a workplace that mirrors the diversity of society where all employees are treated equally and where their performance and achievements are valued according to their qualifications and not their sex, ethnicity, social status, race, colour, religion and faith, sexual orientation, political beliefs, age, handicap or marital status. We work to ensure equal opportunities for candidates and employees in all phases of their employment.
- We attract and maintain competent employees and invest in their personal and professional development in order to promote our business goals.
- We offer our employees fair and competitive wages and appraise their achievements.
- We strive to ensure that our managers perform well based on our five principles of good management: clear framing, holistic customer focus, presence, self-knowledge, development-oriented.



POLICIES

See Hedeselskabet's working environment policy, alcohol and drug policy, diversity policy and violence policy



We act responsibly in the markets

- We have good and honest relations with all our stakeholders, and we have established procedures to ensure that we meet our obligations toward them.
- We give priority to the prompt and fair solution of any complaints from our customers.
- We make sure that our customers receive relevant and adequate information about our services and respect and protect their personal data.
- We choose only to enter into contracts with suppliers that comply with the legislation and human rights in the countries where they operate.
- We comply with the rules of competition and respect our competitors.



POLICIES

See Hedeselskabet's Code of Conduct for suppliers, our report on good foundation management and our whistleblower protection scheme

We want to have good societal relations

- We have positive and responsible relations to the local communities where we operate.
- We collaborate respectfully and constructively based on our values and develop long-term relations through dialogue.
- We contribute to the development of societies and take part in relevant networks in order to establish strong partnerships and achieve a wide and professionally strong approach to various issues.





We uphold human rights

- We uphold the internationally approved human rights and run our business responsibly.
- We repudiate forced labour and child labour and we respect our employees' rights to form and participate in unions and collective bargaining.
- We also ensure that our wages and other remuneration comply with or exceed the standards laid down by legislation and trade standards in the countries where we operate.
- We also comply with current worktime standards in the countries where we are present.



POLICIES

See Hedeselskabet's Code of Conduct for suppliers and work environment policy



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