

DIS

CREADIS

**innovative
engineering**



DIS / CREADIS – Code of Conduct

Introduction

DIS/CREADIS is important to us. As we grow our business we expand the company with more and new members. This Code of Conduct is supposed to be a help to all of us, remembering how to act when representing-, acting on behalf of- and helping our organization towards future success.

DIS/CREADIS has defined 5 core values. Our Code of Conduct is based on these values and reflects our way of seeing the world we act in and our expectations to each other.

Amongst our values are flexibility and openness, and as much as we appreciate and promote freedom of expression and open communication, we also expect each of us to follow our Code of Conduct. Therefore, we should never offend each other, take part in serious disputes neither disrupt our workplace nor our surroundings.

This Code of Conduct is for all of us. No matter your rank or type of employment, this applies to you. It compliments but does not replace our employee handbook and other guidelines for behaviour, when working with DIS/CREADIS.

If you have questions to this Code of Conduct, or register breaches to same, you are always welcome to contact your direct superior, your local or global HR department or any of the below members of group management. Fair and respectful treatment is guaranteed.

Stilling, March 20th, 2018

Mogens Hess
Chairman of the board

Michael Gadeberg
Founder and CEO

Søren Bunk
Partner and CEO

Anders Nørgaard
Group CFO

Quality and high standards

It is important for all of us as part of DIS/CREADIS to remain **flexible** in our mindset, ensuring all inputs are taken into account and used in the best way possible.

The quality of what we do and the high standards we achieve are the very foundation of our customers success.

- We should always meet others with an open mindset and weigh all possibilities together.

Intellectual property

The IP of our organization and the IP of our customers are of utmost importance. We expect every employee of our organization to respect the IP of DIS/CREADIS or any other party in all manners. Our integrity and **professionalism** depend on this and will always be enforced.

- We have the highest respect for intellectual property rights.

Fair competition

DIS/CREADIS believes in a market defined based on fair competition. We value **openness** and expect everyone to compete in an open and fair manner. As such we do never accept market-dividing deals with competitors, pre-agreed price biddings or other actions that hinder free market functions. All employees must comply with the applicable laws.

- We believe in open and fair competition as the winning formula for all parties.

Conflicts of interest

In order to keep our **professionalism** every employee must refrain from deals and

businesses that constitutes a conflict of interest between the company and the employee. Such conflicts of interest arise when you are competing with the company or doing business with close relatives or taking on professional work not in the interest of the organization.

- We do not accept private matters and professional matters to be mixed.

Corruption and bribery

Our employees are prohibited from participating in frauds of any kind. We want **openness** to be the guideline of our work and can't accept hidden transactions to control our business. As a company and organization, we are depending on our integrity in every situation.

If employees are offered money or similar unusual gifts they should report this to management immediately.

- We will guide everyone in doubt on this topic. If you are in doubt, then consult with your colleagues or superiors to ensure that we stay on the right track.

Health and safety

As an organization, we like **enthusiasm** to be visible to everyone. By providing a healthy and safe working environment we make sure that there is room for unfolding your potential.

- We offer all necessary and possible risk elimination means when working in dangerous or unhealthy environments. You are always allowed to say no to a specific task when it imposes higher risks than usual.

Respect and non-discrimination

Health and safety also includes mental health and wellbeing. DIS/CREADIS is committed to making sure that no person is subject to discrimination based on gender, race, colour, religion, political opinion, sexual orientation, national extraction, social origin, ethnic origin, age or handicap.

We want us to be a **community**. In our community you should feel safe and our promise is that no person is subject to discrimination in hiring, dismissal, transfer, promotion, wage setting, setting of working conditions or competency development. All decisions regarding employment, promotion, dismissal, wages and other working conditions are based on relevant and objective criteria.

- We do not tolerate discrimination in any form.

Protecting our organization and its assets

By adhering to this Code of Conduct you help us protect our values and our core assets.

If you experience breaches to the Code of Conduct, we guarantee that all, who are in good faith, when they of free will bring it forward to their manager, HR department or any member of executive management or board of directors will be treated fair and with discretion.

This Code of Conduct is agreed upon on Group Board of Directors meeting held on March 20th, 2018. Only the Group Board of Directors can change this again.