

# Code of Conduct.



## Good behavior at S. Sørensen

The Code of Conduct expresses the common and sensible behavior, which already characterizes the vast majority of the employees at S. Sørensen.

With the Code of Conduct, we at S. Sørensen want to continue this behavior, such that the company will continue to be characterized by honesty and loyalty.

At S. Sørensen, we do not only sell chemicals, but we also create long-term relationships through high quality, credibility, and individual customer care.

Therefore, we want to go the extra mile to ensure customer satisfaction, both internally and externally.

It is the management's goal that S. Sørensen always appears as a fair and forward-looking company, where all processes and actions are simple, such that these processes and actions creates value for our customers, employees, and the company.

As employees at S. Sørensen, we all have co-responsibility for the company's image, working environment and future.

Therefore, our approach to issues and challenges is always characterized by respect, responsibility, and proactivity.

This way, we work together to find value-creating solutions that benefit the company.

## Field of application

The Code of Conduct applies to all employees in the company.

Yours sincerely

The management



## **We keep our promises**

At S. Sørensen, we keep our promises and live up to agreements, deadlines, and meeting times.

Should it, against our expectations, occur that agreements, deadlines, or meeting times cannot be met, then notify all involved parties such that the risk of poor customer satisfaction is decreased.

## **Compliance with legislation**

S. Sørensen strives to always comply with current legislation and to comply with current regulations and standards applicable to the industry in Denmark.

We take responsibility for complying with the law in all the agreements with our customers.

We comply with tax laws and are required to report violations.

S. Sørensen complies with local and national environmental requirements to minimize harmful effects on the environment.

Environmental inspections are carried out regularly.

## **Loyalty**

As employees at S. Sørensen, you must act loyal to the company.

It is expected that we comply with the Marketing Act (Danish: Markedsføringsloven) and employees do not share customer data and strategic knowledge about S. Sørensen to third parties.

If employees experience dissatisfaction with S. Sørensen processes, policies or working environment, the employees is obliged to discuss this with his/her immediate supervisor and not in public.

As an employee of S. Sørensen, we express ourselves loyally and constructively about the company.

We ensure that the necessary independence is present in our relationships with both suppliers and customers, and likewise when doing business with family and friends.

As an employee at S. Sørensen, you do not comment negatively about the company and colleagues in public-, and social media, and do not speak to the press, but instead refer to the management.

## **Corruption and bribery**

S. Sørensen has zero tolerance towards any kind of corrupt behavior, including but not limited to extortion, forgery, or bribery. This applies both direct and indirect actions.

## **Working conditions**

At S. Sørensen, we comply with applicable laws, acceded labor agreements and working environment legislation.

We focus on increasing the individual's competencies through training and job rotation and offer the individual training and new challenges when the opportunity is present in the company.



We take responsibility for the employees' mental and physical well-being and ensure them the right to freedom of association and the right to bargain, and that everyone can work freely regardless of gender, age, race, political opinion, and sexual orientation.

At S. Sørensen, we do not respect the use of forced labor, unpaid or voluntary work, and we do not accept social dumping.

Internally at S. Sørensen, equal opportunities and non-discrimination are ensured in relation to our own employees, and externally the same is expected of S. Sørensen's partners.

S. Sørensen respects and supports fundamental human rights.

## Employee behavior

Employees at S. Sørensen are representatives of the company, and they are therefore aware of the importance of good behavior and understanding.

Employee behavior is crucial for the first-hand impression of S. Sørensen in relation to the outside world, including both current and potential customers and suppliers.

As an employee at S. Sørensen, we take great responsibility for our work tasks and welcome changes.

We are welcoming to customers and partners.

We talk to our colleagues - not about them.

We treat each other with respect and care, and we help each other.

We contribute to a good atmosphere and a good mental work environment.

We act inclusively in our behavior so that everyone can work freely regardless of gender, age, race, political opinion and sexual orientation.

Bullying and harassment, degrading rituals and unwritten rules that for the individual employee may be perceived as unpleasant are not accepted.

S. Sørensen does not accept the use of corporal punishment or other forms of abuse, whether physical, mental, or sexual.

## Compliance with the Code of Conduct

Behavior that is or may be perceived as violating to this Code of Conduct must be reported to your immediate supervisor.

The Code of Conduct is attached to new employment contracts.

Violation of the Code of Conduct will be considered seriously and may have consequences for the employment relationship.

In addition to the rules of good behavior at S. Sørensen, as described in this Code of Conduct, it is expected that you as an employee stay up to date with the personnel handbook, including the policies and guidelines described herein.