

# Whistleblower system

In 1965 Villum Kann Rasmussen formulated the Model Company Objective. It still guides our way of doing business, and how we want to act:

*“It is the Group’s purpose to establish a number of Model Companies which cooperate in an exemplary manner. By Model Company we mean a company working with products useful to society which treats its customers, suppliers, employees of all categories and shareholders better than most other companies.*

*A Model Company makes a profit, which can also finance growth and maintain financial independence.”*

Help us in DOVISTA to protect our image as a Model Company. You can do this by reporting cases that may involve financial crime, irregularities in accounting, corruption or work and environmental violations.

The purpose of the whistle-blower system is to ensure that issues or behaviour deriving from employees in DOVISTA entities, or others with a relation to companies within the DOVISTA Group, can easily and securely be reported to an external and impartial party under observation of the General Data Protection Regulation. Furthermore, we want to ensure that this can be done at any time and that nobody will be subject to harassment or other discrimination when using the whistle-blower system in good faith.

It is important that the DOVISTA Whistle-Blower System is not used to file false accusations against persons, contain untrue information or instances of non-criminal offenses.

We encourage you to provide your name in the report so that it is possible to communicate with you if more information is needed to respond to the issue. All reports are handled strictly confidentially, so you are guaranteed full anonymity vis-à-vis the person(s) being notified. You can find more information about this in the menu item “Privacy Policy” above.

## **WHAT CAN BE REPORTED?**

In the whistleblower system, you can report serious matters such as, e.g., bribery, extortion, embezzlement, theft, accounting irregularities, etc.

Matters such as bullying, dissatisfaction with wages, violations of the alcohol policy, etc., should not be reported here. They should instead be reported through the normal channels.

## **ANONYMITY**

To ensure your anonymity, you must do the following:

- If possible, do not report from a PC provided by your employer.
- Do not use a PC that is connected to the company’s network/intranet.
- Access the whistleblower system directly by copying or writing the URL address in an internet browser rather than by clicking on a link.
- Do not write your own personal details.

## **OPEN A POST BOX**

When you send the report, you have the option to choose whether you remain available for further inquiries by opening a secure post box.

We recommend that you make yourself available because we may not be able to finalise the case without further information from you.

When you create a post box, you will be given a case number, and you will choose a password. You will use the case number and password to log in to the post box in order to see if you have received any questions.

Regardless of whether or not you remain anonymous or you write your name, we ask you to open a post box. This makes it safer and easier for us to communicate.

All communication with us is anonymous if you wish it to be.