



## **CSR (Corporate Social Responsibility) in the EXHAUSTO Group**

At EXHAUSTO, we are aware of our social responsibilities and especially responsibilities to our own stakeholders. These include employees, customers, suppliers and other relevant interested parties. We are also aware that we must ensure that our impact on the environment is minimal. We have therefore decided to align our company's social responsibility with the UN Global Compact. This means the company is committed to the ten universally-accepted principles of the UN Global Compact.

We are committed to an ongoing process and one that is expected to continue to change and develop. During 2009 and 2010, we have elected to focus on cooperation with our suppliers. This page will be regularly updated. We will add material concerning specific areas of focus and initiatives related to the ten principles of the UN Global Compact.

### **Company Philosophy – The EXHAUSTO Group**

Tomorrow's society will demand maintenance of good indoor air quality and a clean environment. Energy must be utilised as efficiently as possible to reduce CO<sub>2</sub> emissions. People will expect a higher standard of comfort and, as new and renovated buildings are constructed airtight, the need for efficient mechanical ventilation will increase. CO<sub>2</sub> emissions must be reduced and, for chimney fan products, this means that there will be new requirements for the improvement of chimney draught and flue gas filtration.

This means that we are facing more stringent requirements for energy-optimised, on-demand control ventilation systems and optimally-controlled chimney draught in efficient heating systems.

- EXHAUSTO is a knowledge-based company which develops, documents, markets and services components and systems that provide comfort ventilation and mechanical chimney draught.
- Through product development, EXHAUSTO will ensure that our products are energy-efficient, easy to install and operate, durable and can be seamlessly integrated in system solutions.
- EXHAUSTO will not function as a contractor but rather as an attractive, service-oriented and reliable supplier and cooperative partner.
- EXHAUSTO is an international company that markets its own products under the EXHAUSTO name and logo, via subsidiary companies or authorised dealers in selected countries.

### **Mission – The EXHAUSTO Group**

*To supply ventilation solutions, which improve people's health and well-being*



## Common values – The EXHAUSTO Group

EXHAUSTO Group culture is built on four values

- cooperation
- commitment
- dynamics
- responsibility

### **Policies:**

#### Social responsibility in relation to the working environment and safety at work

The EXHAUSTO Group will provide a safe and healthy working environment, minimise risks and prevent accidents and injuries.

#### Social responsibility related to human rights and employee rights

Human rights are key to the values and norms that determine how the EXHAUSTO Group exercises its business and policies. The EXHAUSTO Group will conform to applicable international conventions and Danish legislation at all times.

#### Social environmental responsibility

The EXHAUSTO Group will continuously improve its environment initiatives. We will promote environmental awareness and integrate environmental issues into our business processes and products, reduce our consumption of resources and prevent pollution. We will be mindful of environmental issues throughout the supply chain and will comply with environmental legislation and applicable requirements.

#### Social responsibility in terms of anti-corruption

The EXHAUSTO Group does not tolerate corruption or bribery.



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### Personnel policy

- New employees are appointed on the basis of their professional and personal qualifications
- The Confederation of Danish Industry collective agreement (Industriens overenskomst) – the collective agreement for white-collar workers (Funktionær overenskomsten)
- Pension scheme for all employees, group insurances
- Smoking and alcohol policies
- AIDS/HIV policy
- Safety at work committees, liaison committees and workplace assessments
- Pregnancy and maternity
- Chiropractor and physiotherapy
- Influenza vaccination
- Children's and family illness
- Employee satisfaction survey (MTU) and employee development interview (MUS)
- Skills development
- Pre-retirement policy
- Appointment procedures
- Green company car policy

### Selected EXHAUSTO values:

#### ***Responsibility***

While we endeavour to remain a competitive company, we are also responsible for people and the environment.

#### ***Cooperation***

We are open and honest and have respect for human diversity

#### ***Commitment***

We create job satisfaction and motivation via an innovative environment dedicated to finding the right solutions

#### ***Dynamics***

We react quickly to market developments and needs



## Functions and processes:

- Quality handbook – process description for all functional areas
- ISO 9001/2008
- Supplier policy
- Energy-optimisation of all our products and components
- Development, production, installation and sale of energy-saving, environmentally-optimised ventilation and chimney draught solutions
- The EXHAUSTO mission – To supply ventilation solutions that improve human health and well-being
- Safety at work policy

As stated above, the company is aligned to the UN Global Compact:

## The UN Global Compact:

- 1. The company supports and respects the protection of universally accepted human rights principles.**
  - The company ensures that EXHAUSTO employees are treated in accordance with the European Convention on Human Rights or better at all times
  - When making agreements with suppliers, EXHAUSTO will ensure that suppliers comply with the EXHAUSTO human rights policy, including that the supplier does not use child labour in the manufacture of products at the company concerned (link)
- 2. The company ascertains that it is not complicit in human rights abuses.**
  - The company's human rights policy is communicated to all departments and legal entities in the group, and compliance is assured via ongoing inspection
  - When reaching agreement with a new supplier or in conjunction with our annual meeting with existing suppliers, the supplier must sign a declaration confirming that the company is not complicit in human rights abuses in accordance with internationally accepted regulations (link)
- 3. The company upholds the freedom of association and the effective recognition of the right to collective bargaining.**
  - The company does not demand that employees belong to specific trades unions or other organisations.



**4. The company supports the elimination of all forms of forced or compulsory labour.**

- The company does not enter into agreement with parties that are either known to support or suspected of supporting or utilising forced labour. Should forced labour etc. become known to the company, all connections with the party involved will be severed immediately (link)

**5. The company upholds the effective abolition of child labour**

- The company does not employ anyone under the age of 15
- The company ensures that customers and suppliers do not utilise child labour (link)

**6. The company does not discriminate in respect of employment and occupation.**

- The company seeks to provide equal employment opportunities for men and women
- The company seeks to offer equal pay for equal work
- The company sees to offer Danes with a non-Danish ethnic background the same opportunities for employment at the company as ethnic Danes

**7. The company supports a precautionary approach to environmental challenges.**

- The company seeks to ensure that its products at any given time are manufactured as energy-neutral as possible and that the latest technology is used in the manufacture of new products and implemented in existing products as and when they are updated
- The company endeavours to optimise its own energy consumption for heating and processing, with a view to minimising environmental impact. In this respect, the company is considering preparation of green accounts from 2010/2011
- The company's employees are informed on an ongoing basis of energy-related initiatives on the part of the company

**8. The company undertakes initiatives to promote greater environmental responsibility.**

- Encourages customers to choose energy-optimised products
- Suppliers are required to provide proof that they are actively reducing energy consumption and plan to make consistent improvements (link)



**9. The company encourages the development and diffusion of environmentally-friendly technologies.**

- The company works consistently to energy-optimize its products, including achieving optimal efficiency
- The company focuses as much as possible on recycling
- (Total energy impact during a product's lifetime)

**10. The company works against corruption in all its forms, including extortion and bribery.**

- The company does not use any form of extortion or bribery
- Suppliers are required to substantiate that their attitudes to extortion and bribery are aligned with the EXHAUSTO policy ([link](#))

The CSR policy is publicised on the EXHAUSTO website and intranet (Exsite).

**The following has been communicated to the company's suppliers:**

**The EXHAUSTO Supplier Code of Conduct**

Through close cooperation with suppliers, EXHAUSTO wishes to contribute to enhancing the company's social responsibility.

EXHAUSTO's declared aim is to ensure that suppliers of goods and/or services to the company operate in accordance with the company's Code of Conduct.

**WORKING CONDITIONS**

**Child labour**

Child labour is not tolerated.

No-one obliged to attend school or under 15 years of age may be employed. Where local legislation or local regulations stipulate a higher age limit, this must be respected.

It is the supplier's responsibility at all times to verify the age of every person in the workforce.

**Forced labour and mental/physical harassment of employees**

Forced or compulsory labour of any kind is not tolerated, including work in prison, work on a compulsory contract, slavery and other forms of labour that are undertaken against free will or choice.

Employees may not be subjected to physical or mental abuse, including corporal punishment, threat of violence, sexual harassment or any other form of abuse.

**Compensation and working hours**

Employees must be compensated at least in accordance with local legislation.

Furthermore, the supplier must provide the services required by legislation.

The supplier is responsible for ensuring compliance with national legislation concerning the maximum number of working hours per week.

With the exception of extraordinary working conditions, all employees have the right to one day off in a period of seven days.

**Discrimination**

Cultural differences must be recognised and respected. However, all employees must be treated in accordance with their skills and qualifications in any circumstance related to work, employment, promotion, training, dismissal and termination, and any other conditions pertaining to employees.

Employees must not be discriminated against on the basis of their opinion or personal circumstances, such as race, religion, age, national origin, sexual orientation or gender.

**Freedom of association**

The company allows employees the freedom to exercise their right to create, enrol or decline to enrol in organisations representing employees' interests.

The company must not expose employees to threats or harassment in connection with the peaceful exercise of these rights. On request, the employees must be allowed to negotiate collectively in accordance with applicable regulations without the risk of intervention or restriction.

**WORKING ENVIRONMENT/HEALTH AND SAFETY**

All employees must have a safe and healthy working environment that complies with local laws and orders and that at least secures the following:

- Facilities that as a minimum comply with the applicable fire prevention regulations and building safety regulations
- Facilities that provide adequate lighting and ventilation at the workplace
- Paths and exits that are accessible at all times
- Employees are aware of safety procedures – including emergency aid and evacuation plans
- All types of safety equipment used are systematically tested and checked.

The employer must take the necessary steps to prevent accidents at work and/or work-related illness.

**EXTERNAL ENVIRONMENT** The supplier must comply with all local laws and regulations concerning protection of the external environment. EXHAUSTO will prioritise suppliers who trade responsibly and make as much effort as possible to minimise environmental impact.

**INSPECTION AND AUDIT**

EXHAUSTO retains the right to inspect relevant suppliers and their facilities. Suppliers are responsible for keeping records and all material required to document compliance with this Code of Conduct, and, upon request from EXHAUSTO, to provide the necessary information in the form of official approvals, inspections and documentation. Audits may be carried out as described in the EXHAUSTO quality handbook.

The Supplier Code of Conduct is an integral part of the Trading Agreement the supplier enters when he agrees to trade with EXHAUSTO A/S.