

People & Social Policy

Overview

This policy outlines how Penneo strives to act as a socially responsible employer.

Purpose

The policy serves as a guide with respect to Penneo's business conduct as a socially responsible employer.

Scope

The people & social policy applies to all employees, all managers, all functions, and all units in Penneo (Penneo A/S and all subsidiaries).

Principles

As a software-as-a-service company we are highly dependent on our people, their skill sets and dedication. Being a respected and attractive employer is thus of utmost importance to us. Our principles are built on our corporate values: Unity, Integrity, Ambition, Trust

Penneo follows the principles below in its endeavour to be a socially responsible employer:

- Penneo is a workplace for all. We are committed to ensure and further promote diversity in the workforce including employees



with different nationalities, ethnicity, and disabilities, young and old, all genders and sexual orientations.

- We are committed to ensuring equal opportunities and a safe and healthy work environment for all employees.
- We strive to attract, retain, and continually develop our employees.
- We believe continuous training and development is a must, and we encourage all employees to train and grow in their roles.
- We know that to succeed as a team, we need to work together and embrace knowledge sharing.
- We admit mistakes and provide honest feedback to the team.
- We follow-up on employee satisfaction through regular surveys and proactively work on creating a higher satisfaction based on the feedback provided.
- We encourage a supportive and inclusive culture amongst the entire workforce.
- We maintain an open dialogue and communication with all employees to ensure a common understanding of objectives and to make sure everyone's voice is heard.
- We have zero tolerance against harassment or assaults of any kind.
- We have a whistleblower channel to ensure intolerant behaviour of any kind can be communicated through a trusted channel and is treated with confidentiality and care.

Monitoring and control

This Policy has been approved by Penneo's board of directors and adherence to the principles will be monitored at regular intervals. The Executive Management is responsible for establishing policies, processes and procedures to ensure compliance with this Policy, and reporting structures are put in place to verify compliance.

PENNEO

Underskrifterne i dette dokument er juridisk bindende. Dokumentet er underskrevet via Penneo™ sikker digital underskrift. Underskrivernes identiteter er blevet registereret, og informationerne er listet herunder.

“Med min underskrift bekræfter jeg indholdet og alle datoer i dette dokument.”

Rikke Birgitte Skov

Board member

Serienummer: 11d88d21-59cc-4c5e-af2c-a16743e6da36

IP: 82.192.xxx.xxx

2022-09-16 07:58:34 UTC



Morten Kenneth Elk

Board member

Serienummer: 1fed8956-230c-4130-8596-f75c49f49767

IP: 83.93.xxx.xxx

2022-09-16 07:59:05 UTC



Steffen Peter Anker Heegaard

Board member

Serienummer: PID:9208-2002-2-970136713128

IP: 2.107.xxx.xxx

2022-09-16 13:46:16 UTC



Christian Sagild

Chairman of the Board

Serienummer: PID:9208-2002-2-500891760405

IP: 188.177.xxx.xxx

2022-09-16 14:54:00 UTC



Penneo dokumentnøgle: 58PHJ-V0J4X-ZQ0S2-FAMEL-C4BN5-1T6WP

Dette dokument er underskrevet digitalt via **Penneo.com**. Signeringsbeviserne i dokumentet er sikret og valideret ved anvendelse af den matematiske hashværdi af det originale dokument. Dokumentet er låst for ændringer og tidsstemplet med et certifikat fra en betroet tredjepart. Alle kryptografiske signeringsbeviser er indlejret i denne PDF, i tilfælde af de skal anvendes til validering i fremtiden.

Sådan kan du sikre, at dokumentet er originalt

Dette dokument er beskyttet med et Adobe CDS certifikat. Når du åbner dokumentet

i Adobe Reader, kan du se, at dokumentet er certificeret af **Penneo e-signature service** <penneo@penneo.com>. Dette er din garanti for, at indholdet af dokumentet er uændret.

Du har mulighed for at efterprøve de kryptografiske signeringsbeviser indlejret i dokumentet ved at anvende Penneos validator på følgende websted: <https://penneo.com/validate>