

BEC – Code of Conduct

Orderliness is a fundamental value at BEC

Purpose

A Code of Conduct is about values and ethical guidelines – in short orderliness. It frames the way we go to work at BEC and the way we act in relation to the world around us, including our customers, vendors, collaborators and government agencies. Everybody at BEC must live BEC's Code of Conduct every day. It is therefore important to BEC that our culture is consistent with our Code of Conduct.

Our Code of Conduct is supported by a number of policies. The policies are not exhaustive but help us raise the bar for orderliness together throughout BEC so that we achieve our common ambitions and goals.

BEC's employees are our most valuable asset. The individual employee is important to BEC, and together the employees form the basis for BEC's ability to deliver good business results. Everybody at BEC has responsibility for living BEC's orderliness. The managers are responsible for assessing whether a more detailed framework is required in precisely their department.

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Kurt Nørrisgaard
CEO

Security and confidentiality

All BEC employees is obliged to keep up-to-date on the current rules in BEC's security policy. Security work is incorporated in the daily work routines to achieve the desired security level. BEC's managers must keep BEC's security steering group informed of security-related matters and bring security risk issues before the steering group.

BEC protects confidential information whether the information comes from customers, vendors or other external collaborators, government agencies or from other BEC departments. Confidential information must not be disclosed to third parties without the owner's expressed consent.

Equality

At BEC, we make each other shine. By that, we mean that we must respect and understand the solidarity as well as the individual. Respect and understanding are the foundation for good dialogues within BEC which nurture our potential and promote our professional and personal development. In other words, BEC does not tolerate discrimination on grounds of sex, ethnic origin, sexual orientation, political or religious views or age.

Personal behavior

BEC does not interfere with the private affairs of BEC employees. The employees must maintain respect towards colleagues and external business partners. In contexts where it is known that the employees are employed by BEC, the employees are expected to act properly so as not to damage BEC's reputation.

Customer partnership

Based on the customers' business needs, BEC offers customers an IT partnership which is loyal to the community of customers and to the individual customer. The BEC partnership builds on transparent, attentive and open communication ensuring that agreements are made on a basis of reciprocity.

BEC employees are key persons in customer relations, and BEC employees have special responsibility for creating the good partnership.

Inside information

BEC employees must not purchase, sell or induce the sale of securities on the basis of inside information. In that connection, BEC employees must not disclose inside information to anyone (including colleagues) who has no work-related need for the inside information such as family members, co-habitants or acquaintances.

BEC has detailed rules for inside information which BEC employees must read and understand. In addition, BEC regularly registers and categorizes BEC employees with inside information.

Gifts and events

In ordinary business relations, customers and vendors may offer BEC employees gifts, including tickets for events, as a token of their appreciation of a good cooperation. BEC employees must exercise due care and only accept and give gifts of a symbolic value. In that connection, BEC has an anti-corruption policy which ensures common understanding and handling of gifts.

Corporate Social Responsibility (CSR)

BEC has a Corporate Social Responsibility (CSR) Policy which is based on BEC's awareness of its general corporate social responsibility and its responsibility to a large number of stakeholders such as its employees, customers, owners, business partners and the local community. The CSR Policy addresses both employees and stakeholders of BEC who look to BEC's policy for CSR.

To integrate CSR in the BEC business, BEC has acceded to Global Compact - the UN initiative for private undertakings and organizations. The purpose of Global Compact is to promote a sustainable development of society based on internationally recognized principles on labor, human rights, the environment and anti-corruption. Global Compact sets a general framework and serves as a source of inspiration for the CSR work of BEC.

BEC wishes to help vendors make social and environmental improvements. Therefore, BEC expects vendors to comply with national legislation and internationally recognized standards and conventions relating to ethical, environmental and social matters. BEC further encourages its most important vendors to also accede to UN Global Compact.

Government agencies

BEC is subject to the supervision of various government agencies, including the Danish Financial Supervisory Authority. BEC always strives to maintain good cooperation relations.