At Vestas, our mission is to deliver best-in-class wind energy solutions and set the pace in our industry to the benefit of customers and our planet. To achieve that mission, we are guided by our values of Accountability, Collaboration and Simplicity. They underpin the efforts we need to make and the actions we need to take to deliver as a company.

The Employee Code of Conduct ('Code of Conduct') is a set of rules and principles for how we want to act and behave as a global company. This document is an overview of the Code of Conduct. We require all Vestas entities and employees worldwide to operate according to the law and within the frame of the Code of Conduct. While we recognise that many customs differ from one country to the next, we expect that as a Vestas employee, you will uphold our Vestas’ rules and principles, and conduct our business with honesty and integrity.

Vestas management is responsible for ensuring that the appropriate policies and guidelines are in place, to give effect to the Code of Conduct. It is your responsibility to make sure that you understand the Code of Conduct and the relevant policies and guidelines. If you are in doubt about the proper action to take, consult the Decision Tree, check the Code of Conduct Portal on the HUB, discuss with your manager or raise a question in the EthicsLine. The EthicsLine can also be used to submit a report in the case where a breach of the Code of Conduct is observed or suspected. Non-compliance with the Code of Conduct may result in disciplinary action, including dismissal.
COMPLIANCE WITH APPLICABLE LAWS & REGULATIONS
All employees must comply with the laws and regulations of the legal system in which they are operating, in addition to Vestas’ Code of Conduct and applicable policies and guidelines.

RESPECTING EMPLOYEE RIGHTS
Health & Safety in the Workplace
Vestas considers its employees to be its most important asset. Therefore safety is consistently given our highest priority. We are committed to providing and maintaining a safe and secure workplace for all employees; all employees are given mandatory training and the information they need to manage risks in all work areas.

HUMAN RIGHTS
Labour Rights
Vestas is strongly committed to human rights and employees’ rights as stated in the International Bill of Human Rights and the eight core conventions of the International Labour Organisation. Vestas will ensure that we:

- Do not use compulsory or forced labour in any of our operations.
- Do not use child labour in any of our operations.
- Comply with applicable laws, industry standards and relevant collective agreements on wages, working hours, breaks, public holidays and compensation in case of overtime.
- Respect freedom of association and the right for Vestas employees to be represented by a trade union for the purpose of collective bargaining.
- Make sure that all employees know the basic terms and conditions of their employment.

Mutual Respect & Non-Discrimination
Vestas respects the personal dignity, privacy and rights of every individual. Vestas’ culture is a shared culture of inclusion and mutual trust: we are committed to treating all employees in a non-discriminatory manner and with dignity and respect, regardless of race, colour, religion, political conviction, gender, age, national origin, sexual orientation, gender, marital status or disability, or any other characteristic protected by national or local laws.

Vestas is committed to providing a work environment free from any kind of harassment, including sexual harassment, whether direct or indirect, physical or psychological, verbal or non-verbal.

Respect for Personal Data & Privacy
Vestas is committed to respecting the individuality of its employees, including their personal data and thus privacy. Vestas will therefore:

- Ensure that security policies and procedures are in place to protect and prevent the unauthorised disclosure of confidential information and personal data.
- Acquire or retain employee’s personal data only to the extent that is relevant to the employee’s work at Vestas, or to the extent that is required by law in the country in question.
- Make sure that access to personal data is limited to company personnel who have appropriate authorisation and a clear business need for that information.

ZERO TOLERANCE FOR BRIBERY & CORRUPTION
Bribery
Vestas does not condone, engage in or support bribery in any form. Vestas employees, and any person or entity acting on behalf of Vestas, must not:

- offer, promise or give, nor request or accept, any undue advantage, whether directly or indirectly (i.e. through a third party), with the intention to obtain, retain or direct business or to secure any other improper advantage in the conduct of business.

Facilitation Payments
Vestas does not permit facilitation payments. Under exceptional circumstances, such as where life, limb or liberty is at threat, facilitation payments may be made, but must be reported to your manager and recorded.

Gifts & Business Entertainment
Gifts and business entertainment are tokens of gratitude in business relations: they must be legal, reasonable and proportionate. Vestas prohibits the offer or receipt of gifts and business entertainment whenever such arrangements could improperly affect the outcome of the business transaction.
Conflicts of Interest
Vestas employees must conduct business activities in the best interests of the company and avoid allowing personal interests to conflict with his or her obligation as a trusted employee.

Government & Political Interaction
Vestas will not make contributions or payment or otherwise give any endorsement to political parties or committees or to individual politicians. However, Vestas may engage with governments and politicians to promote Vestas’ legitimate interests in international, national and local debates on energy and renewables, in a legally, ethically and transparent manner.

ENVIRONMENTAL RESPONSIBILITY
Vestas supports the precautionary approach to environmental challenges. We are committed to delivering best-in-class wind solutions, which are to the benefit of our own and future generations. We are constantly innovating technologies, which have a positive impact on the environment and contribute to the transition to a low-carbon economy. We evaluate the environmental performance of our activities and strive to always utilise the opportunities to improve our performance and promote greater environmental responsibility.

PROTECTING COMPANY ASSETS, INFORMATION & REPUTATION

Fraud, Financial Reporting, Disclosure & Transactions
Vestas employees must not engage in or support any type of fraud. Employees must carry out all company financial reporting, disclosure and transactions in the best interests of Vestas, and uphold Vestas’ reputation as a responsible and accountable company. Confidentiality should be maintained at all times while dealing with sensitive information relating to Vestas.

Competition Laws
Vestas believes in the importance of free competition, and will therefore compete lawfully and fairly in every market and every country where Vestas conducts business. Vestas’ employees must comply with all applicable national and international competition laws. Unlawful or anti-competitive arrangements may as an example result in severe penalties for Vestas, claims for damages, imprisonment of individuals and damage to Vestas’ reputation.

Export Control Rules
Vestas is committed to complying with applicable export control rules and regulations governing cross-border transactions, and with applicable sanctions laws against persons or countries. Vestas employees must comply with export control laws and sanctions applicable to Vestas and follow company policies and guidelines.

Intellectual Property
Vestas employees must protect Vestas’ own intellectual property and confidential information, and must respect the intellectual property and confidential information of others. Disclosure of Vestas intellectual property and confidential information outside of Vestas without prior proper protection can lead to loss of valuable Vestas assets as well as restrict Vestas’ freedom to operate.

Property
Vestas property used by employees in their daily work, such as Vestas buildings, equipment, vehicles and materials may only be used for business purposes. Assets such as portable or home-office equipment or company cars may be used for personal purposes to a limited extent and subject to relevant policies or guidelines.