

Code of Conduct

At Get Visual, our mission is to deliver best in class AV and branding solutions for meetings and events. To achieve that mission, we are guided by our values of Accountability, Empathy, Perfection and Respect.

Get Visual is a participant in the United Nations Global Compact initiative. The United Nations Global Compact is a strategic policy initiative for businesses that are committed to aligning their operations and strategies with ten universally accepted principles in the areas of human rights, labour, environment and anti-corruption.

This Code of Conduct is a set of rules and principles for how we want to act and behave as a company – nationally and internationally. All employees, subcontractors and others (collectively referred to in this code as GV personnel) performing work for and on behalf of Get Visual shall operate according to the law and within the frames of the Code of Conduct. We expect all GV personnel to uphold Get Visual's rules and principles, and to conduct our business with honesty and integrity.

Get Visual's management has the responsibility of ensuring that the appropriate policies and guidelines are in place in order to comply with the Code of Conduct. GV management is responsible to ensure that all GV personnel understand this Code of Conduct, which is also presented to all new employees and subcontractors. Twice a year the Code of Conduct will be included in the agenda of the staff meeting. All employees of Get Visual are obliged to act according to the personal guidelines (*in Danish: Personalehåndbog*).

GV personnel are expected to use their sound judgement to act, at all times and in all ways, in the best interests of Get Visual and Get Visual's customers while performing their job duties. As such, GV personnel should attempt to avoid actual or apparent conflicts of interests.

Non-compliance with the Code of Conduct may result in disciplinary action, including dismissal.

Compliance with applicable laws

All employees must comply with the laws and regulations of the legal system in which they operate. If any part of this Code of Conduct conflicts with local laws or regulations, only the sections of this code permitted by applicable laws and regulations will apply.

Environmental Health and Safety

GV personnel is the most important asset at Get Visual. Safety and security on the workplace have our highest priority. We are committed to complying with the environmental, health, and safety (EHS) laws and regulations in the workplace and the communities in which we operate, this include employee representation in the EHS-organisation.

Labour and human rights

Get Visual has a collective agreement with The Danish Metal Workers' Union regulating most aspects of the conditions of employment. All GV personnel are encouraged to be a member of a trade union. Furthermore, Get Visual recognises labour rights as stated in the International Bill of Human Rights and the International Labour Organisation's Declaration on Fundamental Principles and Rights at Work.

Respect and Non-Discrimination

Get Visual is committed to treating all GV personnel in a non-discriminatory manner and with dignity and respect. Likewise, Get Visual expects the GV personnel to act in the same manner and impose a zero-tolerance policy concerning harassment or any mistreatment by or of personnel, guests, customers, and business partners in the workplace or in a work-related situation. Harassment or discrimination on the basis of sex, race, colour, nationality, ethnicity or national origin, ancestry, citizenship, religion, age, physical or mental disability, medical condition, sexual orientation, marital status, genetic information or characteristics (or those of a family member), or any other category protected under applicable law should be reported promptly to the management.

Respect for Personal Data and Privacy

Get Visual is committed to respecting the individuality of all GV personnel, including their personal data and thus privacy.

We comply with the General Data Protection Regulation (GDPR), and we have made proper precautions to ensure that security policies and procedures are in place to protect and prevent unauthorised disclosure of confidential information and personal data.

Bribery and Anti-Corruption

Get Visual does not tolerate bribery in any form. GV personnel must not at any time, directly or through third party, offer undue advantages with the intention to obtain direct business or use their position at Get Visual to request personal benefits for themselves either their family members.

Gifts as a courtesy to and from business relations must never have the intent to affect the outcome of a business transaction; they must be within Danish ethical standards and comply with Danish and local laws.

Get Visual does not give any monetary contribution to political parties, committees or individual politicians. Get Visual is never engaged in political lobbying.

Get Visual primarily engage in sponsorships for the purpose of networking and marketing activities. Sponsorships may never have the intent of directly affecting the outcome of a specific business transaction.

Without limitation, GV personnel must fully comply with all anti-corruption laws of the countries in which we do business.

Climate impact

Get Visual is committed to complying with environmental laws and regulation and to minimise the environmental impact of our business. This includes e.g. selecting technological solutions that minimises the energy consumption and the environmental footprint. This also includes a high level of planning in our logistics department to minimise transportation of GV personnel and our production equipment.

Company Assets, Information & Reputation

Communications

All business records and communications (including letters, email, texts, SoMe, contracts and databases) should be clear and accurate to avoid misunderstandings or errors.

Competition

Get Visual is committed to competing in a fair and vigorous manner in compliance with all applicable antitrust and competition laws.

Financial Integrity, Responsibility & Disclosure

GV personnel are expected to act responsibly and exercise sound judgment with respect to matters involving company finances. If, in the course of their duties, they spend money, enter into contracts, or maintain financial records on behalf of Get Visual, they must keep accurate and complete records. Afterwards, they must submit accurate and complete reports as required, comply with Get Visual's system of internal controls, and ensure compliance with applicable legal and regulatory requirements.

Get Visual is committed to the transparency and integrity of our publicly filed financial reports and other communications that follows the Danish Companies Act.

Confidential Information & Insider Trading

Get Visual's confidential business information as well as customers' confidential business information are valuable assets, which everyone must protect. GV personnel are required to use confidential information of, and obtained by Get Visual for business purposes only and must always keep such information in strict confidence. This responsibility extends to confidential information of customers and third parties that we have received as part of our business relations.

GV personnel should refrain from sharing confidential information internally beyond those persons who legitimately need it for purposes of their job.

This code is not intended to restrict an employee's legal right to discuss the terms and conditions of his/her employment.

Under Danish law, it is generally illegal to trade in securities while being in possession of non-public information. It is also generally illegal to provide non-public information about Get Visual's customers to others, who use the information to trade securities on that basis. All GV personnel have been instructed how to handle these kind of information.

Reporting Violations

In case of violation of this code of conduct, all GV personnel are instructed immediately to report to the management. Reporting can be done anonymously.

Approved by the Boards of Directors, 28th May, 2019