Policy for the Prevention of inappropriate and unacceptable behaviour

At Copenhagen Phil, we place a high value on employee well-being. It is important that all employees thrive in their daily work and that the workplace is a good place to be. We treat each other with respect and therefore consider inappropriate and unacceptable behaviour.

The purpose of this policy is to prevent inappropriate and unacceptable behaviour, including bullying and sexual harassment, and to describe how such incidents will be handled should they occur.

We all share responsibility for ensuring that inappropriate and unacceptable behaviour does not take place.

Specific Provisions Regarding Sexual Harassment

Sexual harassment is a specific form of bullying.

Examples of sexual harassment may include:

- Unwanted physical contact
- Requests or pressure for sexual relations
- Irrelevant or inappropriate questions about sexual matters
- Other unwanted sexual remarks or advances made via email, text messages, photographs, or similar means

Response Procedure

We take reports of inappropriate and unacceptable behaviour, including bullying and sexual harassment, very seriously. Any report will be thoroughly investigated and followed up with the necessary measures.

If you are subjected to inappropriate and unacceptable behaviour, or if you observe colleagues being subjected to offensive conduct, you are encouraged to contact your immediate manager, union representative (TR), or occupational health and safety representative (AMO) without delay.

These individuals are obliged to handle your report seriously and to keep the information confidential from unauthorized persons. It is also possible to report an incident through Copenhagen Phil's whistleblowing scheme here.

Depending on the specific circumstances, you may also receive guidance and support on how to deal with the situation going forward.

Sanctions

Depending on the specific circumstances, a person who has engaged in inappropriate and unacceptable behaviour may receive a verbal or written warning or may risk dismissal or dismissal with immediate notice. The sanction will be assessed on a case-by-case basis, taking into account the severity of the behaviour and the surrounding circumstances.

Where appropriate, we will seek to mediate between the parties involved.