

OK

Working Environment Policy

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Policy purpose

The purpose of this working environment policy is to define OK a.m.b.a.'s (OK) commitments and approach to physical and mental working environment.

The policy forms the basis for our work environment management system and supports our goal of continuous improvements and prevention of work-related injuries and illnesses.

Policy scope

The policy applies to all employees in OK. The parts of the policy that concern physical safety at OK's locations cover all persons, who are present at the company's locations, including guests, craftsmen, business partners, etc.

Policy information

Employees are crucial for OK, and we do not compromise on the well-being of our employees.

We work systematically and purposefully with working environment in accordance with

applicable legislation, regulatory requirements, and other relevant commitments.

OK's approach to work environment

- We want to create a workplace where safety, health, and well-being are a natural part of our daily work and a foundation for our shared success.
- We believe that well-being and job satisfaction foster engagement, and we view safe, healthy, and developmental environments as prerequisites for delivering the desired high quality to our customers and as the basis for our strong community.
- Our working environment efforts are built on our values; team spirit, employee empowerment, responsibility, courage, and trust.
- We do not accept any form of discrimination or harassment, and we believe that everyone has the right to be treated with trust, respect, and equality.

OK commits to	OK is committed to working towards
Prevent work-related injuries, illness, and stress	• Promote a culture where physical safety is always prioritized. • Identify, assess, and manage risks as well as opportunities to prevent injuries and promote a healthy physical working environment. • Ensure a proactive approach to ergonomics, safety, and the prevention of accidents and illness. • Provide all employees with access to health-promoting initiatives. Handle accidents and near-miss incidents professionally and learn from them.

OK commits to

OK is committed to working towards

Create safe, healthy, developing, and inclusive environments for all employees

- Promote a culture where mental health and well-being is always prioritized.
- Identify, assess, and manage risks as well as opportunities to prevent illness and stress and promote a healthy psychological work environment.

Promote well-being and engagement

- Continuously further develop high leadership quality in OK (well-being survey).
- Further develop a strong community across employees and leaders in the organization.
- Promote an inclusive and curious culture characterized by courage, trust, responsibility, and dialogue.
- Offer flexible conditions to maintain a healthy work-life balance.

Develop employees' competencies

- Ensure that all employees have the necessary skills and tools to perform their job satisfactorily at all times.

Ensure continuous improvement of the work environment through involvement and leadership

Leadership dialogues

- OK's Leadership Team takes responsibility for the work environment and ensures that the policy is integrated into the company's strategy and operations (decisions and processes).
- All managers have a responsibility to give high priority to the working environment and lead by example.
- Work environment is discussed systematically in leadership forums and is included in relevant management decisions.

Employee dialogues

- Work environment is discussed systematically and openly in OK's work environment groups with representatives from OK's management and employees.
- The work environment organization is actively involved in improvements and decisions.

Communication and training

The policy is available to all employees and relevant stakeholders and is actively communicated through onboarding, intranet, and work environment meetings.

Any questions?

In case you have questions to this policy feel free to contact the Work Environment Organization.



OK a.m.b.a.

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