

# Global Compact

## Communication on Progress 2012



# Our Statement of support

## Our company

Plougmann & Vingtoft is one of the leading European firms offering intellectual property consulting with a commercial and strategic focus, particularly within patents and other intellectual property rights.

Our core competence is the ability to quickly understand new technologies and to develop these into well-protected and commercially profitable intellectual property rights for our clients. Our clients range from innovative start-up companies to large multinational corporations within all industries.

We have a staff of 100 dedicated professionals spread across our offices in Denmark, Norway, Germany, and Spain.

## How we support

We are pleased to support the UN Global Compact, and we strongly agree with all the ten principles which we strive to incorporate in our daily business routines. Since some of the principles concern issues which we, as company working from a Scandinavian basis, could take for granted, we believe it is important not to rest on our laurels, but continuously work to conform with and recognize the importance of supporting all the principles.

Therefore, we are moving in the direction of formulating a relevant code of conduct for our business by communicating the Global Compact principles to our employees in order to further integrate the Global Compact principles in our company.

By supporting the Global Compact, we intend to spread the message to the people we do business with and thereby encourage them to join the Global Compact and abide to the ten principles. Supporting the UN Global Compact is a matter of taking a stance and signaling to our stakeholders that we care to be a responsible business in all possible aspects.

## Focus areas

In this COP report our focus is especially on the principles of labour rights and the environment. Our efforts in supporting the Continuing Professional Development of all of our employees has been, and continues to be, an important area in our Human Resources department.

Further, our Copenhagen office earlier this year relocated to a more environmentally office building which contains many opportunities for implementing and improving environmentally conscious behaviour. The results and plans within these areas will therefore be explicated in this COP.

Happy reading

Kim Heshe  
CEO



# Human Rights

“We support and respect the protection of internationally proclaimed human rights and make sure that they are not complicit in human rights abuses”

## Our Commitment

At Plougmann & Vingtoft we support the UN Declaration of Human Rights as well as the general ideas about human rights which, as a Scandinavian company, are deeply rooted in our company values. Further, we are committed to respecting human rights throughout all of our business activities, including the way we treat our employees and clients. Therefore, we also require our business partners to conform with our approach to human rights, and we strive not to assist clients who knowingly violate the UN declaration of Human Rights.

## Processes and systems

We communicate our views on human rights to our business partners. Our business terms reflect the way we seek to do business with current and prospective partners and we reserve the right to terminate cooperation with any business partner if a conflict of interest occurs. Currently, we communicate our support for the UN Global Compact externally to our stakeholders as well as internally in our company and we are working towards creating a concrete code of conduct which will reflect our ethical views, values, and standards for doing business.

As a knowledge-based consultancy our employees are our greatest asset. Therefore, we are highly focused on the rights of our employees by having a specific Employee Policy regarding the rights, duties, and personnel conditions of the employees at Plougmann & Vingtoft. This policy is made available for all employees via our Employee Handbook and through our intranet.

Our Employee Policy covers, among others, the continuing professional development of our employees and the working conditions and environments at our offices.

Further, we have a Cooperation and Work life Committee which continuously strives to maintain and improve the working conditions for all employees. The Committee includes members from all areas of the company, which ensures that the everyday talk among the employees is heard by the Committee, which makes it easier for us to react to potential issues at an early stage.

## Implementations and results

Plougmann & Vingtoft has been ranked as one of the best workplaces in Denmark. This bears witness of the satisfaction our employees feel about working at our company. One of the main characteristics of our company is our “7 day weekend” concept, which enables employees to work as flexible as possible in order to balance their work life with their personal life.

Every two years we undertake an employee satisfaction survey among our staff to ensure that all of our employees are content and satisfied with their job and the company. We continuously invite the employees to help us create an even better workplace. The results of last year’s survey showed a harmonic work-life balance of our employees, not least due to the flexibility of their working conditions. Further, the flat structure of our company was positively highlighted as everyone has a say in regards to the company’s activities.

“We uphold the freedom of association and the effective recognition of the right to collective bargaining and we support the elimination of all forms of forced and compulsory labour, the effective abolition of child labour, and the elimination of discrimination in respect of employment and occupation. ”

## **Our Commitment**

As Plougmann & Vingtoft is a Scandinavian company, we view the labour rights principles as commonplace due to the cultural and social guidelines of our society. Thus, our employees can freely join any union they prefer as we have organisational freedom in Denmark.

We have a clear policy not to support, use, be complicit in or benefit from any kind of forced labour. Child Labour is not a problem or concern within our line of business, as we are a knowledge-based consultancy. The biggest risk is thus through our business partners and we strive to make sure that the companies we co-operate with comply with the principles of upholding the effective abolition of forced and child labour.

At Plougmann & Vingtoft we dissociate ourselves from discrimination of any kind. We believe that everyone is equal and should have the same rights in respect of employment and occupation.

## **Processes and systems**

At Plougmann & Vingtoft we have a high focus on the continuing professional development of our employees. Besides undergoing the European Qualifying Examination (EQE) our attorneys are provided with internal training adapted to their job function

and level of experience. It is therefore our wish and goal that the majority of our consultants supplement their scientific education with an education as a European Patent Attorney, and we support this by allocating time for studies and paying for the education on previous agreement. This year several of our consultants have taken the EQE exam and have become European Patent Attorneys.

As an internationally oriented company we welcome employees from any part of the world, as we see diversity as a strength and competitive advantage in an international company like ours. What matters is the knowledge and competences of the individual employee. Furthermore, we are working to ensure that employees at all levels know and respect national and international standards for prevention of discrimination.

## **Implementations and results**

We communicate our commitment to the Global Compact to all of our employees, in order to increase awareness for our employees about the principles and to integrate our ethical views on labour rights further in the company. This is also a step in the idea process of creating our own code of conduct. Further, we also adhere to the code of conduct of the European Patent Institute (epi).

# The environment

“We support a precautionary approach to environmental challenges and undertake initiatives to promote greater environmental responsibility; and encourage the development and diffusion of environmentally friendly technologies”

## **Our Commitment**

At Plougmann & Vingtoft, we are focused on implementing environmentally and socially responsible business practices in our interaction with clients, employees and communities. As a company, we believe that it is important to live up to our responsibilities and contribute to making a positive impact on the society at large.

As a policy of ours is to support environmental efforts, we encourage employees to consider the environment in their daily work activities. In April 2012 our Copenhagen office relocated to a more environmentally friendly office building, as a way of promoting environmental responsibility.

Within our group of consultants we have a competent and innovative cleantech team whose work helps to promote technological development which can improve environmental conditions. Our team works with products and services that improve operational performance, productivity or efficiency while reducing costs, inputs, energy consumption, waste or pollution.

## **Processes and systems**

The relocation for our Copenhagen office has entailed several environmental improvements. The new address is a large office complex close to the city

centre of Copenhagen, named Mikado House. Mikado House has undergone a screening from the American certification system LEED (Leadership in Energy and Environmental Design) in order to determine the sustainability level of the building. The screening result was 73 points which places Mikado House at the LEED Gold certification level. There are four possible certification levels where LEED Gold is the second highest. By introducing a few more environmental initiatives – which also includes the actions of the tenants of the building – Mikado House would be able to be LEED Platinum certified.

The relocation also entails that the environmental efforts and improvements of the tenants as well as the overall building can be measured and compared to not only our previous office location in Copenhagen but also to general office facilities. The measurement as the improvements and results will be undertaken this year, as the office is still quite new, and be included in next year's COP report.

## **Implementations and results**

While the concrete environmental improvements are not yet determined, due to the fact that the Mikado House office has existed for less than half a year, we continuously encourage employees to comply with and take advantage of the environmental benefits of this new location.

## The environment

An example of the environmental improvements is the fact that the office building is close to public transportation facilities as well as being an ideal location for using bicycles as transportation to and from work. Other, smaller initiatives have been the elimination of plastic water bottles at the office as well as improved printing systems.

In our daily work, we also include our suppliers and business partners in our environmental considerations. An example of this is that the cleaning companies we use for our offices are environmentally focused in their operations.

At all our offices we have continuously implemented initiatives such as recycling of water bottles, avoiding unnecessary paper waste by encouraging employees only to print when necessary as well as printing on both sides of the paper, and promoting the avoidance of unnecessary transportation by using the IT facilities for long-distance meetings. We also recycle used printer paper by delivering it to various child care facilities rather than disposing of it.



# Anti-Corruption

“We work against corruption in all its forms, including extortion and bribery.”

## Our Commitment

In the Scandinavian countries corruption is not very widespread and is thus not a direct issue in our daily business. Still, we consider our company to be committed to non-acceptance of bribery directly or indirectly, in any form, and we make an effort to ensure that all of our employees are aware of this policy.

Further, we comply with the guidelines of Danish legislation regarding the ban of insider trading of stocks. The ban on insider trading means that buying, selling or encouraging to buy or sell stocks/securities is prohibited for persons with inside knowledge (For instance our employees), which could be of significance for the trade of these stocks.

## Processes and systems

The company has participated in a conference where the topic revolved around avoiding corruption in a globalised world. The conference was hosted by the Confederation of Danish Industry and provided insight on the possible corruption challenges for us, such as the markets we operate in and the industries where corruption are higher. The speakers of the conference further elaborated on how to view external grey areas, such as facilitation payments and how to avoid internal corruption.

## Implementations and results

We use the knowledge from the Confederation of Danish Industry as a guideline in order to avoid corruption and we continuously keep ourselves updated with new knowledge within this area through various media and organisations .

Furthermore we have strict invoice and receipt approval procedures to keep our business processes as transparent as possible.