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MyBlueLabel Compliance Services ApS

Reporting Category - GC Active

COP – September 2022

Author's Signature:

The signature indicates that this document has been prepared in accordance with expectations from the Company Quality Manual and that Good Documentation Practices have been followed.

Author: **Meaning associated with the Signature, Date and Signature**

Kenn Milton
Chief Executive Officer
MyBlueLabel Compliance Services
A/S


Quality Assurance/Compliance Approver's Signature:

The signature indicates that, this document is reviewed and that it accurately and completely reflects the expectation from the Quality Manual.

Approval: **Meaning associated with the Signature, Date and Signature**

Jacob Knudsen
Chief Sustainability Officer
MyBlueLabel Compliance Services
A/S

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Document History

Version	Author	Date (DD-MMM-YYYY)	Comments
1.0	Kenn Milton	See Approval Page for Last Signature	This is the first approved version of this document

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1 Regulatory Basis and External Guidelines

Ref no	Document ID	Document Title	Storage Location
1	UNGC Guide	UN Global Compact Guide	https://www.unglobalcompact.org/library/241
2	ISO 14001	International Standard ISO 14001 – Environmental Management Systems – Requirements with guidance for use	https://www.iso.org/home.html

Table 1: Regulatory Basis and External Guidelines


2 Purpose

The purpose of this policy is to show stakeholders the collective viewpoint of MyBlueLabel Compliance Services on the Triple Bottom Line and outline the tools/methods used to assess the environmental and social objectives in the organization ultimately fulfilling the 'COP GB Active' Requirements:

- A statement by the chief executive expressing continued support for the Global Compact and renewing the participant's ongoing commitment to the initiative and its principles.
- A description of practical actions (i.e., disclosure of any relevant policies, procedures, activities) that the company has taken (or plans to undertake) to implement the Global Compact principles in each of the four issue areas (human rights, labor, environment, anti-corruption).
- A measurement of outcomes (i.e., degree to which targets/performance indicators were met, or other qualitative or quantitative measurements of results).

It is our commitment to continuously improve on the environmental and social metrics within the four issue areas: human rights, labor, environment, and anti-corruption.

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3 Scope

3.1.1 Scope

This Policy applies to all MBL Group entities.

3.2 Prerequisite

- UNGC Principles – Human Rights
- UNGC Principles – Labor
- UNGC Principles – Environment
- UNGC Principles – Corruption


3.3 Training of this Document

This document must be Read & Understood (R&U) by following roles:

- System Owners
- Process Owners
- Project Managers
- Quality Managers
- Quality Assurance
- SME

Authors and Approvers of this document do not need to do a separate R&U activity.

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4 COP Policy

4.1 Statement by CEO Kenn Milton

To our Stakeholders


I am pleased to confirm that MyBlueLabel Compliance Services A/S reaffirms its support of the Ten Principles of the United Nations Global Compact in the areas of Human Rights, Labor, Environment and Anti-Corruption.

In this annual Communication on Progress, we describe our actions to continually improve the integration of the Global Compact and its principles into our business strategy, culture and daily operations. We also commit to sharing this information with our stakeholders using our primary channels of communication.

Sincerely yours,

Kenn Milton
CEO

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4.2 Establishing Actions and Measurement of Outcome

4.2.1 Human Rights

Actions	Description	Tool / Relevant area	Measurement of Outcome	First year progress (2021-2022)
Action 1	Employees feel respected, safe and able to exercise religious practices as long as these are in accordance with local safety regulations	Anonymous employee satisfaction surveys	On average reach a result of 3/5 in our employee satisfaction survey	Survey authored
Action 2	It is important that each employee improve themselves personally and professionally. MBL will conduct meetings with each employee every three months to discuss improvements and train under the deep-listening principle	Formal performance feedback for employees every three months	Formal performance feedback meeting held with responsible manager every three months	Performance Feedback is currently being held weekly through 'walk and talk' activity. MBL aims to formalize
Action 3	MBL works against modern slavery through the identification of potential risks associated with MBL operations	Risk Assessment File	Risk Assessment File authored and communicated among management to take qualified and ethical business decisions	Risk Assessment File authored

4.2.2 Labor

Actions	Description	Tool / Relevant area	Measurement of Outcome	First year progress (2021-2022)
Action 1	MBL support all employees' right to bargain through Associations/Trade Unions or other means of collective bargaining. This	On-boarding procedure	On-boarding procedure updated and communicated	Action adopted in the current on-boarding procedure, which will be used as MBL is increasing its employee-base

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	must be included and communicated in the on-boarding process			
Action 2	MBL works towards eliminating forced labor. MBL will screen any potential supplier to ensure that they do not use forced labor	Supplier Management Procedure	Supplier Management Procedure updated and communicated	Supplier Management Procedure updated and communicated
Action 3	MBL Believe in equal opportunities no matter employee's background. It is the responsibility of HR to find the people that matches the requirements stated in the job description, displays professionalism, asks critical questions, and have the will to make a difference.	On-boarding procedure	On-boarding procedure updated and communicated	Action adopted in the current on-boarding procedure, which will be used as MBL is increasing its employee-base

4.2.3 Environment

Actions	Description	Tool / Relevant area	Measurement of Outcome	First year progress (2021-2022)
Action 1	Author Environmental Policy	Environmental Policy - 14001 EMS	Environmental Policy authored and communicated	Environmental Policy authored
Action 2	Identify Significant Aspects and related objectives/goals to reduce them	Environmental Risk Management File - 14001 EMS	Environmental Risk Management File authored and communicated	Environmental Risk Management File Authored
Action 3	Establish methodology for CO2 measuring in the company. The	GHG Protocol	Setting up the methodology for CO2 measurement	Currently defining what is to be included in Scope 1 and 2

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	method must be measurable and at least include scope 1 and 2 according to the GHG Emission Protocol		based on the identified Significant Aspects defined in Action 2	for the organization
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4.2.4 Anti-Corruption

Actions	Description	Tool / Relevant area	Measurement of Outcome	First year progress (2021-2022)
Action 1	Zero-tolerance policy towards bribery and corruption is authored and communicated throughout the organization	Zero-tolerance policy added to the MBL on-boarding procedure and Employee Handbook	On-boarding procedure and Employee Handbook updated and communicated internally	Zero-tolerance policy authored
Action 2	MBL wants to make sure partners are aware of our Anti-Corruption policy. In the contracts MBL mentions anti-corruption and/or ethical behaviors in contracts with business partners	Partnership Contracts	Partnership Contracts updated	Partnership Contracts updated
Action 3	MBL assess the risk of corruption of doing business	Risk Assessment File	Risk Assessment File authored and communicated among management to take qualified and ethical business decisions	Risk Assessment File authored

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4.3 Communication

4.3.1 Internal Stakeholder

Communication of this policy must be communicated to ensure that information reaches its relevant internal stakeholders including System Owners and Quality Managers.

4.3.2 External Stakeholders

Communication towards external stakeholders must be done once the right measurement of outcome is established. Currently, communication of the UN Global Compact COP Policy is done through the UN Global Compact Website.


Note that some actions may be directed towards internal communication processes, while others are relevant for external communication.

5 Roles and Responsibilities

Role	Responsibilities
System Owner	<ul style="list-style-type: none"> Complying to the UN Global Compact Principles as outlined in this Policy
Process Owner	<ul style="list-style-type: none"> Complying to the UN Global Compact Principles as outlined in this Policy
Project Manager	<ul style="list-style-type: none"> Complying to the UN Global Compact Principles as outlined in this Policy
Quality Manager	<ul style="list-style-type: none"> Complying to the UN Global Compact Principles as outlined in this Policy
Quality Assurance	<ul style="list-style-type: none"> Complying to the UN Global Compact Principles as outlined in this Policy
SME	<ul style="list-style-type: none"> Complying to the UN Global Compact Principles as outlined in this Policy

Table 4: Roles and Responsibilities

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6 Updates and Additional Information

Chg. no	Change
N/A	N/A

As this document is the master document template to use for other documents, there are no sections added, removed or renamed in this document. This section is meant for creating of documents post this document release.

7 References, Abbreviations and Storage


7.1 References

Ref no	Document ID	Document Title	Storage Location
1	N/A	N/A	N/A

7.2 Abbreviations / Definitions

Abbreviation	Full Name
N/A	N/A
N/A	N/A

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7.3 Attachments and Forms

Att no	Attachment ID	Attachment Title
1	N/A	N/A
2	N/A	N/A

Forms and Attachments must either be embedded in the in PDF for signature or linked in the MyBlueLabel solution. By approving this document, the approver also approves the embedded or linked Forms and Attachments. If a Form or Attachment is updated, this document must be up versioned and re-approved.

7.4 Storage Location

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