



Corporate Social Responsibility Report 2021

This report is part of the management's review in Danish Technological Institute's annual report and is the statutory reporting under Sections 99(a) and 99(b).



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Corporate Social Responsibility 2021

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January 2022



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1. Danish Technological Institute

Danish Technological Institute is a Danish interdisciplinary research and development institute which covers a wide spectrum, both professionally and geographically. The Institute is self-governing and non-profit and its purpose is to promote the utilisation of technological advances for the benefit of the business community.

The Institute's core values are impartiality, professional integrity and expertise. Therefore, expertise and integrity are critical in everything the Institute does, and the Institute always strives to create value for customers and business partners while positively impacting society through sustainable advances and technologies.

Danish Technological Institute is one of Denmark's seven Approved Technological Service Institutes ('Godkendte Teknologiske Serviceinstitutter' or GTS institutes).

1.1. Corporate social responsibility

Danish Technological Institute wants to fulfil its social responsibility by focusing on sustainable business operations as a natural part of the workday for the Institute's employees. In 2020, Danish Technological Institute set up a CSR committee that works with CSR matters in a strategic and systematic manner. Among other things, this is done by implementing the Danish 'DS 49001 standard management system for corporate social responsibility - requirements description' and by integrating the standard's requirements, etc. in the Institute's management system.

1.2. The most significant risks

The most significant risks associated with Danish Technological Institute's business activities in relation to environmental and social factors is that employees might disregard the Institute's policies. This may, for example, be due to lack of knowledge or inattention. Danish Technological Institute seeks to minimise this risk via ongoing training, information, dialogue and procedures for employees.

A very large part of Danish Technological Institute's workplaces are in office environments. The risk of workplace accidents - and in particular, serious workplace accidents - is therefore very limited in this regard.

The risk of serious workplace accidents is particularly found in the Institute's laboratories - especially those where work is done using dangerous chemicals. Danish Technological Institute has attempted to minimise this risk as far as possible by ensuring that all employees who work in laboratories are subject to comprehensive safety procedures that are issued and reviewed by the head of the laboratory before



an employee is given access to a laboratory. These safety procedures are updated on an ongoing basis and tested with the employees.

For the purpose of preventing workplace accidents at the Institute, since 2019 there has been special focus on registering all 'close calls' with accidents. This has been done so that the Institute can learn from potential accidents and prevent them from occurring.

The vast majority of purchases made by Danish Technological Institute are from Danish and Nordic suppliers (more than 90%) or from suppliers in the EU and the United Kingdom (7%). Only a small proportion (1%) of purchases are from suppliers outside of Europe and North America where the lack of respect for human rights is more prevalent. Overall, the risk of failing to respect human rights by Danish Technological Institute's suppliers is thus considered to be limited.

In terms of the (relatively few) purchases that Danish Technological Institute makes from suppliers in countries where a lack of respect for human rights is more widespread, there will always be a risk of non-compliance with human rights conventions. Danish Technological Institute has sought to minimise this risk by way of termination clauses in the contracts, among other things.

In other areas, too, there will always be a certain risk of human rights being violated. However, Danish Technological Institute has sought to minimise this risk by offering instruction and training.

Danish Technological Institute does not have a central procurement department. The vast majority of purchases are therefore made in a decentralised manner in the various centres and divisions. This organisational construct may increase the risk of corruption in connection with purchasing from suppliers. On the other hand, it may also be an advantage, as the individual purchases will, all other things being equal, be smaller and thus there will be less to gain from corruption.

In terms of the (relatively few) purchases that Danish Technological Institute makes from suppliers in countries where corruption is more widespread, there will always be a certain risk of suppliers attempting to gain advantage via bribery, kickbacks and other forms of corruption. Danish Technological Institute has sought to minimise this risk by including termination clauses in contracts, etc.

There will also always be a small risk of corruption in areas not related to suppliers. However, Danish Technological Institute has sought to minimise this risk by offering instruction and training.

Overall, it is assessed that the risk of bribery, kickbacks and other forms of corruption are very limited.



2. The environment, including climate impacts

2.1. Relevant policies

Danish Technological Institute wants to contribute to the development of a sustainable society. This focus applies both to Danish Technological Institute's internal activities and external activities in relation to supporting a sustainable research and development in the business community.

Danish Technological Institute supports preventive measures to address the climate challenges that we face and it also supports and takes the initiative to develop and disseminate environmentally friendly technologies.

Danish Technological Institute wants to demonstrate social responsibility and contribute to the green transition via the choices it makes and the dialogues it has with suppliers and organisations.

2.2. Actions

Danish Technological Institute is working on monitoring and minimising the climate impacts of the Institute's activities on an ongoing basis. Therefore, Danish Technological Institute follows a number of procedures and habits for areas such as electricity, water and heating consumption, waste sorting, handling of chemicals and the disposal of hazardous chemicals and IT equipment.

Danish Technological Institute is working on developing and supporting sustainable research and development for the business community on an ongoing basis. This has resulted in Danish Technological Institute having built up so many facilities and amassed so much specialist knowledge that today, the Institute has to be regarded as a leading player in a number of environmental areas.

Internally at Danish Technological Institute, in 2021 issues such as improving the Institute's waste sorting, increasing the focus on eco-labelled product purchases have been specifically worked on and a project to support biodiversity for indigenous plants and insects in the Institute's own areas has also been initiated. In addition, there is a collaboration with the Institute's canteen supplier to reduce the use of plastic packaging and to have more climate-friendly servings and to reduce food waste. Finally, the Institute has a permanent practice when renovation work is being done on the Institute's buildings, laboratories, etc. entailing that pumps and other electrical equipment are changed during such projects if it can result in reasonable energy savings.

2.3. Results

The following table shows a statement of Danish Technological Institute's annual energy consumption.



Electricity	2021	2020	2019	2018
<i>MWh</i>	9,586	10,458	10,743	10,508
Proportion of green energy*				
<i>Water, wind, solar</i>	32%	32%	32%	
<i>Biomass</i>	5%	5%	5%	
<i>Total</i>	37%	37%	37%	35%
<i>*Estimated figure for 2021. Final figure available mid-2022.</i>				
Water	2021	2020	2019	2018
<i>m³</i>	19,428	18,875	26,361	22,938
Heating	2021	2020	2019	2018
<i>MWh</i>	14,175	12,701	14,674	15,889

Danish Technological Institute, Revenue Group, DKK million								
Year	2021	% change	2020	% change	2019	% change	2018	% change
<i>Revenue</i>	1,078	-1%	1,093	-4%	1,138	1%	1,122	0%

In 2021, Danish Technological Institute has prepared a climate account for 2020 pursuant to the Green House Gas (GHG) Protocol. Pursuant to the GHG Protocol, it is mandatory to report on scope 1 and 2 emissions in the climate account, but it is up to the company itself to assess whether it wants to include scope 3 emissions. The Institute has chosen to calculate scope 1 and 2 emissions and has also included scope 3 emissions with the highest degree of detail for the organisation's joint functions.

With the climate account, knowledge has been gained about the Institute's climate impact and the greenhouse gas emissions related to the Institute's activities and purchases have been made visible. This has provided us with an overview of the largest climate impacts on selected areas and thus a qualified basis for future decisions. The statements will also be part of a study of various CO₂ reduction initiatives in terms of the Institute's total emissions. In the future, the Institute wants to make equivalent climate calculations at appropriate intervals.

In relation to Danish Technological Institute's annual CO₂ emissions related to transport and energy consumption, the figures can be viewed in the table below for the years 2018-2021 as calculated according to the GHG Protocol. In relation to air travel, the stated figures are based on information from the Institute's external travel agency. In this context, it should be noted that not all of the Institute's air



travel is requisitioned via the external travel agency. There are thus some unreported figures for air travel that are not known.

In relation to the figures for car transport, it has not been taken into account that some employees drive in hybrid or electric vehicles. This figure is, however, assessed as being without major significance.

Scope 1 and 3 emissions (tonnes of CO₂e)	2021	2020	2019	2018
CO ₂ e emissions, the Institute's own vehicles	133	121	153	153
Scope 2 and 3 emissions (tonnes of CO₂e)	2021	2020	2019	2018
CO ₂ e emissions, Heating	1,519	1,360	1,572	1,702
CO ₂ e emissions, Electricity (electricity declaration)	3,995	4,378	4,826	4,720
CO ₂ e emissions, Vehicles (private cars used for work purposes)	366	328	731	735
CO ₂ e emissions, Airplanes (data from travel supplier)	14	33	299	-
Total estimated CO₂e emissions for stated categories	6,027	5,723	7,292	7,104

In terms of CO₂ emissions, there has been a reduction in this area compared to 2019 but an overall increase compared to 2020. This variation reflects how energy consumption, and particularly travel by airplane and car, are impacted by the pace of activities at Danish Technological Institute due to the COVID-19 pandemic. However, it is important to note that an increase in online meetings at the expense of physical meetings will continue after the pandemic and, consequently, this also means less travel activity in the future.

From January 2022, the Institute is also implementing a better waste sorting process for the Institute's office spaces. Waste stations have been purchased where there is room for bio waste, residual waste and hard plastics. The waste stations will be placed in the office areas. There will be instructions on how to sort waste by all the waste stations and diagrams will be put up to show where the nearest container for soft plastics, cardboard, glass and metal can be found in the Institute's outdoor areas.

In 2021, the Institute has worked on ensuring that as many as possible of the regular products that are made available to employees are labelled with one of the familiar environmental labels such as the Nordic Swan Ecolabel, Blaue Engel, the EU Flower, etc. These products are selected for the Institute's online store and carry a logo clearly signifying that this is a deliberate choice. Via the Institute's



customer ID no. with external suppliers of things such as office supplies, from 2022 and, to the greatest extent possible, only eco-labelled products will be available for purchase. The target is for 85% of the product range to have an environmental label.

In 2021, the Institute let certain grassy areas grow naturally and in 2022 the Institute will take further and more active steps to contribute to increasing biodiversity in the Institute's own outdoor areas in Taastrup and Aarhus. A selection of the Institute's own employees with an interest in and insight into the area have provided inspiration and the Institute's landscape gardener is now working on specific and long-term plans so that the first initiatives are ready to be realised in the spring of 2022.

2.4. Expectations for the work ahead

Danish Technological Institute expects to continue working with the launched climate and environmental initiatives in general, including, among other things, the implementation of the first specific plans for improving biodiversity in the Institute's outdoor areas in Taastrup and Aarhus.

With a view towards creating better frameworks for the protection of the climate and environment, Danish Technological Institute also expects to implement the ISO 14001 standard for environmental management during 2022 with an expectation of a subsequent certification.

3. Social and employee conditions

3.1. Relevant policies

Danish Technological Institute's employees are critical for the Institute's business operations and are at the core of the Institute's activities. Therefore, Danish Technological Institute makes every effort to be an attractive workplace where employees thrive, and there is a major emphasis on creating a developing, flexible, healthy and safe working environment for the employees. Danish Technological Institute's Code of Conduct addresses several subjects that specifically focus on employee and social conditions in general.

Danish Technological Institute also prioritises having a safe and secure working environment and ensuring that working hours and salaries comply with local legislation. These principles have been translated into an actual working environment and safety policy for Danish Technological Institute.

Danish Technological Institute will not tolerate discrimination at the workplace and when recruiting, the Institute always hires the best-qualified candidates regardless of gender, age, race, civil status, language, religion, sexual orientation or political beliefs.



3.2. Actions

Danish Technological Institute is working in a targeted manner with information, workplace assessments, risk management, working environment coordination, documentation of working environment processes, emergency preparedness and the reporting of accidents and associated absences. The objective is to ensure that Danish Technological Institute is in a position to continually improve its working environment efforts in cooperation with the Institute's working environment organisation.

All employees who will be working in laboratories or otherwise work with potentially dangerous equipment will also receive one-on-one instruction, including a review of safety procedures from the laboratory manager, before the employee is given access to each individual laboratory. This is done to prevent serious workplace accidents to the widest possible extent.

Danish Technological Institute works systematically with the development of employees' skills as a way of ensuring job satisfaction. Employee and management groups are offered a specially designed training programme package giving each staff member an opportunity to develop relevant professional and personal skills.

To ensure that Danish Technological Institute is generally a workplace with high levels of job satisfaction and low absence rates due to sickness, the Institute provides a range of offers related to health, stress prevention and a good work-life balance. These include access to Danish Technological Institute's own fitness facilities, gym classes, a fruit scheme, a canteen serving a healthy and varied menu, as well as programmes relating to stress and sickness.

In addition, Danish Technological Institute offers all employees access to a free health insurance that offers quick and easy access to private hospitals, specialist doctors and other medical specialists that can provide help if the employees get sick, become injured or suffer from other infirmities.

The well-being of employees is measured in an employee satisfaction survey every two years. The findings of the employee satisfaction survey are translated into a range of initiatives at both centre and division level intended to promote a high degree of satisfaction, well-being and motivation among employees.

Once again in 2021 - due to the COVID-19 pandemic - a special COVID-19 committee has been set up, anchored in the Danish Technological Institute's management. The committee ensures that the Institute continually takes all of the necessary measures and communicates information to ensure that the Institute is also a safe workplace even during a pandemic.



3.3. Results

The distribution of women and men in general at Danish Technological Institute was 37% / 63% in 2021. This distribution of genders among employees is more or less the same as it has been at the Institute over the past few years. The gender ratio is considered to be satisfactory, as it reflects the ratio seen in the market for highly qualified specialists working within the Institute's primary professional and competence areas.

The distribution of women and men in the management tiers was 35% / 65% in 2021. This distribution is also essentially unchanged compared to previous years. With the gender distribution in 2021, the Institute is fulfilling its ambition of having the diversity and gender composition in Danish Technological Institute's general management tiers reflect the general gender composition of the Institute's employee group. However, Danish Technological Institute will continue working on promoting a focus on diversity and an equal gender distribution in management tiers.

In connection with the COVID-19 pandemic, Danish Technological Institute has introduced a number of special work environment measures and has complied with the recommendations of authorities and, in some cases, has introduced even more comprehensive measures. Throughout the pandemic, the work environment organisation has maintained its focus on the part of the work environment that is unrelated to viral infections. In 2021, 16 reported workplace accidents were reported, which is an increase of 10 compared to 2020. The majority of the reported accidents are not very serious and typically occurred as random incidents that cannot be traced to fundamental working processes in, for example, laboratories or workshops.

The sickness absence at Danish Technological Institute in 2021 was also low, ending up at 2.3%. The figure is a minor increase compared to 2019 where the sickness absence was down to 1.8%, but it is the same as it was in 2020. The increase in 2020 and 2021 compared to 2019 is due to the COVID-19 pandemic.

Danish Technological Institute's overall result for working environment issues in 2021 is considered extremely satisfactory.



Key figures, employee matters		2021	2020	2019	2018
Full-time employees	FTE	942.9	865	909.5	889.9
Gender diversity:	%				
Women		37	37	38	39
Men		63	63	62	61
Gender diversity, other management tiers: %					
Women		35	38	35	33
Men		65	62	65	67
Employee turnover	%	14.2	13.5	11.8	12.8
Sickness absence	days/FTE	2.1	2.3	1.8	1.7
Workplace accidents		16	6	10	6

3.4. Expectations for the work ahead

Danish Technological Institute expects a positive development in terms of its work with social responsibility and employee matters.

In 2022, there will be a prioritised initiative to reduce the number of accidents in general and with a special focus on the incidents that can be categorised as random.

4. Respect for human rights

4.1. Relevant policies

Danish Technological Institute works based on the Institute's Code of Conduct which includes provisions about how the Institute wants to operate as a responsible company with respect for human dignity and in accordance with its visions and values.

It is explicitly stated in Danish Technological Institute's Code of Conduct that it supports and respects the international conventions on human rights and does not violate any human rights conventions. The Code of Conduct also states that Danish Technological Institute does not tolerate the use of forced



labour and child labour. It is also stated that Danish Technological Institute does not tolerate the physical or psychological punishment of employees and that employees have the right to unionise.

4.2. Actions

All purchases made by Danish Technological Institute take into account the Institute's Code of Conduct. Accordingly, Danish Technological Institute assesses suppliers based on whether they observe human rights, use forced labour or child labour and prevents suppliers from submitting tenders for the Institute's services if they or their management fails to comply with the Institute's Code of Conduct. Danish Technological Institute also expects suppliers – and their sub-contractors – to comply with its Code of Conduct throughout the contractual term.

Overall, Danish Technological Institute is committed to ensuring a functioning monitoring environment. Therefore, all purchases require the approval of the procuring employee's superior or director, and, for large purchases, several quotes must be obtained.

4.3. Results

Danish Technological Institute did not exclude any suppliers from tendering for services in 2021, nor did it terminate contracts in 2021 because the suppliers violated human rights, used forced labour or child labour or made attempts at any such use.

It is also assessed that the opportunities for violating human rights outside of the area of suppliers is extremely limited and Danish Technological Institute has also not found any violations of human rights or cases where forced labour or child labour was used.

4.4. Expectations for the work ahead

In general, Danish Technological Institute expects the focus on human rights to remain unchanged.

5. Fighting corruption and bribery

5.1. Relevant policies

In Danish Technological Institute's Code of Conduct, it is expressly stated that the Institute does not tolerate corruption, including blackmail and bribery.



Furthermore, as an Approved Technological Service Institute (a Danish 'GTS institute'), Danish Technological Institute is required to be impartial in its dealings with clients and trading partners.

5.2. Actions

In 2021, Danish Technological Institute has worked on preparing guidelines for a whistleblower scheme so that people who have a work relationship with the Institute and have specific knowledge or a justified suspicion of serious matters or violations of the law that may harm the Institute or its employees, can submit a report about it securely and confidentially.

To prevent corruption and ensure the impartiality of Danish Technological Institute in all respects, the Institute has implemented 'impartiality' as a basic foundation of the activities of the Institute and instructed its employees at all levels in this regard. Such instruction may be given during motivation and performance interviews, in the course of the recruitment process, on-boarding programmes, introduction programmes, courses and other internal events. All purchases require the approval of a manager and/or director and larger purchases require that several quotes must be obtained.

5.3. Results

Danish Technological Institute's whistleblower scheme was launched in mid-December and makes it possible to submit secure and confidential reports about illegal or serious matters that concern the organisation. The scheme is to be used to bring issues into the light that otherwise would have remained unknown to the Institute. The Institute has chosen to use an external software solution so that the reporting is ensured to be 100% anonymous if this is desired. People can submit reports via the Institute's homepage and intranet. The guidelines, management process and privacy policy are available both on the homepage and intranet.

Danish Technological Institute did not exclude any suppliers from tendering for services in 2021, nor did it terminate any contracts in 2021 because the suppliers engaged in corruption or bribery - or attempted to do so.

Beyond the supplier area, Danish Technological Institute has also not found any cases of corruption or bribery in 2021.

Danish Technological Institute has been focused on bribery and corruption issues among suppliers since 2019, as cases about corruption and bribery among major suppliers in other companies have been published. However, the increased focus did not give rise to terminate or exclude any suppliers, and the general view is that the potential for corruption and bribery among Danish Technological Institute's suppliers remain at a very low level.



5.4. Expectations for the work ahead

Danish Technological Institute expects that its focus on working with transparency issues, including the whistleblower scheme and anti-corruption policy, will remain unchanged.

6. Section 99(b) Report on gender composition in management tiers

6.1. Relevant policies

As stated in its Code of Conduct, Danish Technological Institute will not tolerate discrimination in the workplace, and when recruiting, the Institute will always hire the candidates best suited for the position, irrespective of gender and other factors. These principles are also incorporated into Danish Technological Institute's HR policy.

In addition, Danish Technological Institute has adopted a gender policy that describes how the Institute treats all employees as equals and in a gender-neutral manner in all aspects of the recruitment process. It is Danish Technological Institute's ambition that the Institute's management - at all levels - should reflect the general gender composition of the employee group.

Since the trustees are politically selected and elected by the employees, Danish Technological Institute's board of trustees is not subject to the target figure requirements, see "Guidelines on target figures, policies and reporting on the gender balance of management", published by the Danish Business Authority (March 2016).

6.2. Actions and targets

Danish Technological Institute is focused on ensuring the equal treatment of all applicants both when hiring new employees, recruiting for management roles and in connection with all other aspects of employment at the Institute.

Danish Technological Institute's ambition is to promote a balanced employee composition so that the Institute always has access to the best-qualified employees within the Institute's core competencies.

It is the Institute's ambition that its management team - overall - should reflect the general gender composition of its employee group.



6.3. Results

In 2021, the female to male ratio at the Danish Technological Institute in general was 37% to 63%, while the ratio at the management level at the Institute (team leaders, managers and directors) was 35% to 65% at the end of 2021.

In 2021, the gender composition was 43% female and 57% male in the Institute's Talent Programme. The proportion of women on the talent team thus exceeded the average proportion of women at Danish Technological Institute in general and in management tiers.

6.4. Expectations for the work ahead

Danish Technological Institute expects an ongoing positive development in its work with ensuring a well-balanced distribution in management tiers. Danish Technological Institute's management team will continue working on promoting a focus on diversity and an equal gender distribution in management tiers. Among other things, this will be done by focusing on the gender composition of Danish Technological Institute's annual talent programmes.



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