

# VELUX Group Policy

Policy:	VELUX Diversity, Equity & Inclusion Policy
Reference to VKR Group Policy:	VKR CSR Policy
Latest update:	N/A
Latest review:	October 2022
Policy responsible:	EVP People & Organisation, Iben Schmidt Helbirk,
Target group:	All companies in the VELUX Group
Classification:	Public document

## 1. Introduction

In the VELUX Group, we are committed to providing a safe and motivating work environment where people are treated fairly. It is part of our corporate strategy to visibly lead the way on sustainability and develop our capabilities and culture to support significant growth. We do this by fostering a diverse, equitable and inclusive environment that enables everyone to thrive.

As early as 1965, the Group's founder formulated the Model Company Objective. With the Diversity, Equity and Inclusion Policy we strive to live up hereto.

## 2. Target group

This policy applies to all companies in the VELUX Group.

## 3. Purpose

The VELUX Group Diversity, Equity and Inclusion (DEI) Policy provides high-level guidance on how we approach DEI in VELUX. It outlines our vision for DEI and serves as a guiding principle for our company culture together with the Employee Code of Conduct and Sustainability Policy. The policy is built on principles of the UN Global Compact and the UN Sustainable Development Goals.

## 4. Policy

In the VELUX Group, we are committed to our DEI mission: to foster a diverse, equitable, and inclusive workplace that enables everyone to thrive. Each of our VELUX employees has a unique set of perspectives, identities, and experiences. By proactively creating inclusive environments that celebrate and leverage this diversity, we enable individuals and teams to utilize their full potential.

This increases innovation, agility, and quality of work – thus strengthening our competitive edge and capacity to grow and thrive as a sustainable business.

In order to achieve these aims, we have established a shared framework of key terms and three global targets, which we report externally on a yearly basis.

### Key Terms

- **Diversity is the state of having differences among people.** Such differences include, but are not limited to gender, gender identity, ethnicity, race, native or indigenous identity/origin, age, generation, disability, sexual orientation, culture, religion, belief system, marital status, parental status, pregnancy, socio-economic status, appearance, language and accent, mental health, education, geography, nationality, work style, work experience, job role and function, thinking style, personality type, and beyond.
- **Equity is fairness and justice in the way people are treated.** Equity ensures access, opportunity, and advancement for all people. We achieve equity by identifying and removing policies, practices, and procedures that create and reinforce unfair outcomes.
- **Inclusion is the practice of valuing and leveraging differences and similarities.** Inclusion ensures a culture of belonging, in which people feel safe, respected, heard, engaged, motivated and valued for who they are.
- **Intercultural competence is the skillset needed to interact effectively and appropriately with differences and similarities.** We need the knowledge, skills and attitudes to engage with agility in a variety of situations. Developing our intercultural competence allows us to navigate cultural complexity both in terms of geography (country, region, rural/urban) and all other elements of difference. It is a life-long journey that involves affirming the dignity of others while also remaining authentic to ourselves and our core values.

### Global Targets

VELUX has three global targets related to DEI in the Sustainability Strategy 2030:

#### Ensure diversity and an inclusive culture

This qualitative target is measured by assessing the breadth and depth of strategic initiatives both globally and at local levels. Our desired long-term impact is DEI organisational culture change that promotes:

- Increased equity in our policies, practices, and procedures in accordance with global standards and benchmarks
- Increased employee perceptions of inclusion
- Increased representation of underrepresented groups in the workforce at all levels, with an emphasis on leadership
- Increased employee capacity to effectively and appropriately interact across differences and similarities

#### Increase the number of women in management positions

This quantitative target is measured by the percentage of women representation in management and senior management. Our Sustainability Strategy 2030 goals are:

- 40% representation of women in senior management positions
- 45% representation of women in all management positions

We comply with requirements in national regulation on gender diversity in boards and on management levels. Where national regulation dictates local policies on gender diversity, the VELUX policy is to address compliance with local laws in the relevant annual report.

### **Employ people with disabilities**

This qualitative target is measured by assessing the breadth and depth of strategic initiatives both globally and at local levels. Our desired impact is to promote:

- Increased representation of employees with visible and non-visible disability needs, including but not limited to physical, cognitive, sensory, and mental health
- Increased accessibility in physical and virtual working environments

A diverse, equitable and inclusive culture is the responsibility of all employees and depends on clear leadership from senior-level managers and decision-makers. The Executive Vice President in each functional area is responsible for anchoring DEI in the functional area strategy and ensuring relevant action toward the three targets.

This effort is supported by global initiatives led by People & Organisation, including include DEI data management, VELUX Group policy and practice review, internal communications, stakeholder capacity development, and an Employee Resource Group (ERG) structure.

Progress and updates are published annually in the VELUX Sustainability Report, which can be accessed at [velux.com/what-we-do/sustainability/sustainability-reporting](https://velux.com/what-we-do/sustainability/sustainability-reporting).

### **VELUX Employee Responsibilities**

Every VELUX employee has a role to play in VELUX's ambition of fostering a diverse, equitable, and inclusive environment that enables everyone to thrive. All employees receive an introduction to VELUX's approach to DEI during onboarding and are encouraged to proactively practice inclusion in their daily work and interactions with colleagues. All employees are responsible for understanding and following the VELUX Employee Code of Conduct.

## **5. Responsible**

The VELUX Management Group has the overall responsibility of Diversity, Equity & Inclusion in the VELUX Group.

Responsible for seeking approval for deviation to the policy: Iben Schmidt Helbirk, EVP People & Organisation.

Responsible for controlling and monitoring the compliance with the policy and the efficiency of the controls: Iben Schmidt Helbirk, EVP People & Organisation.