

Reporting Misconduct

If you are aware of misconduct within Head Energy, we encourage you to report it to individuals who are in a position to take action. Our objective is to resolve cases at the lowest possible level. Reports can be made to your immediate manager, employee representative, safety representative, HR, or via the whistleblowing portal in Simployer One.

What is considered misconduct?

Misconduct refers to:

- Breaches of laws or regulations
- Violations of the company's ethical guidelines
- Breaches of ethical norms that are widely accepted in society

Examples of misconduct include financial crime, environmental crime, violations of health, safety and environmental regulations, discrimination, harassment, and conditions that pose a risk to life or health.

Protection of whistleblowers

- The employer has a legal duty to ensure that whistleblowers are not subjected to retaliation. This means that whistleblowers must not experience any adverse action or unfavourable treatment as a result of reporting misconduct. Protection against retaliation is anchored in the Norwegian Working Environment Act, and whistleblowers may claim compensation if retaliation occurs.

Do you have knowledge of misconduct?

- Head Energy encourages you to raise the matter either in writing or verbally with your manager, employee representative, safety representative, or HR. Your report should present the alleged misconduct in a factual, objective, and concrete manner.
- You may also submit a report through our digital whistleblowing portal. We encourage whistleblowers to report using their name and to select the recipient they believe is best suited to handle the case. If you choose to report anonymously, it is important to keep the receipt containing your username and password so that you can log in and communicate with the case handler.
- The case will be handled at the appropriate level within the group as quickly as possible. As a whistleblower, you will receive confirmation within five working days that your report has been received and is under review.