



**Purpose:** To define the vision and mission of the company as well as policy in respect of quality, safety, responsible business behaviour and environment.

**Basis:** Strategy plan for 2016-2021 Constant Care.

**Responsibility:** The board of directors are responsible for the strategy, and granting the necessary resources concerning economy, employees and technology. The management group is responsible for the strategy as well as the order of priority, delegation and implementation of the various jobs. All employees are responsible for the policies being obeyed.

**Implementation:** **The vision of OTS**

The vision of OTS is to be recognized as the leading company in the field of specialized cleaning of technical systems and systems containing fluids. An independent growth enterprise being an innovative, value creating and technologically leading partner for our customers.

By means of creativity and entrepreneurship, we will aim at maintaining and securing an attractive place of work where the employees are thriving, developing and are allowed cultivating their individual competences.

**The mission of OTS**

By virtue of our innovative and technological solutions, OTS wants to be the leading company in the field of specialized cleaning of technical systems and systems containing fluids.

In this way, we aim at preventing interruption of operations and reducing the costs for our customers and consequently help them to obtain an increased income.

**Quality policy**

OTS want to offer our customers the best service worldwide by offering them solutions which are adapted to the customer's requirements and demands, but we also want to continuously keep developing new solutions which will in a better, safer and more efficient way solve the challenges of the customer in order to constantly improve the customers' satisfaction. Satisfied customers form the basis of our future growth.

We will provide excellent services to our customers at the right time and place. That means well-educated personnel who fulfil internal and external requirements to education and training, and equipment which has been maintained according to internal procedures and meet all relevant legal requirements and standards.

We will exercise due diligence when designing, manufacturing and testing products, in order to protect against product defects, which could harm the life, health or safety of people or the environment.



OTS will maintain certification of the quality control system according to the ISO 9001:2008 standard, obey to relevant legislation, demands from the authorities, and will regularly be updating the quality control system to keep the system alive.

### Concrete targets:

1. KPIs [Målopfylde 2016-2017](#)

### Health and Safety policy

OTS intends to work targeted at securing a good working environment wherever our employees are working and wherever our products are being used. We are of the opinion that each of our workers is responsible for the prevention of industrial accidents; consequently persistent and continuous motivation, education and training of all workers is important and necessary in order to reach our goal of having a 100% safe workplace.

We will work to obtain a safe workplace where we look after each other and care for each other. Safety should be a natural part of our way of working and moving irrespective of whether we work at the customer's place or at home in our own workshop.

We prompt a company culture where all employees pay attention to inappropriate behaviour for preventing damage and accidents, and where one is not afraid of admitting own mistakes and let others learn from them.

### Concrete targets: Perfect HSE period > 100 days

When calculating a Perfect HSE period the following incidents are included: LTI, Medical treatment, first aid cases and environmental spillage and high potential near miss.

Personal incidents are calculated according to the definition stated by the International Association of Oil & Gas Producers.

### Responsible business behaviour

We want to conduct business in an ethical and lawful manner and act with integrity and in compliance with all applicable laws including anti-trust laws.

### Anti-corruption

We want to avoid participation in or knowingly benefit from, any kind of corruption, extortion or bribery. Therefore, we will not offer, promise, authorise or give anything of value to any public official in any country, or to any business partner, in order to gain any improper business advantage of any kind. In addition, OTS employees must not solicit or accept any form of bribe from any person.



## **Working and employment condition**

### Equal rights

We want to ensure equal treatment in recruitment, hiring, compensation, access to training, employee benefits and services, promotion, termination and retirement, irrespective of age, gender, race, colour, disability, religion or belief, language, national or social origin, trade union membership, or any other status recognised by international law.

### Child labour

The acceptable minimum age for employees is 15 years.

Employees under the age of 18 years are not to be involved in night work or work that is hazardous or likely to have negative impact on the employee's physical or mental development.

### Forced labour

We will not use or benefit from forced or involuntary labour. All employees shall enjoy the freedom of movement during their employment. Personal/employment documents or payment of compensation must not be withheld, thereby preventing such an employee from terminating his/her employment.

## **Environmental Policy**

OTS wishes to work in accordance with an environmental policy that secures a high level of protection of both employees and the external environment.

- We target a safe and healthy workplace caring for the environment.
- We strive for a reduction of consumption of electricity, water, heating and chemistry.
- We comply with legal requirements, client's requirements and our own procedures.

Elaborating on our environmental policy:

We ensure that our employees are not injured and exposed to harmful substances (i.e. poisonous substances or carcinogens). These substances will not be allowed to be discharged to the environment.

Continuously, we will develop new technologies and units that eases purification projects in an environmentally friendly way.

Current equipment will be maintained to avoid a sudden risk to arise to our employees or to the environment. The older units will be modified in case new and profitable innovations appear.

We want to ensure every employee knows how to minimize the extent of an accident i.e. injury, fire, or an emission, which may cause pollution. All know our contingency plan and alerting instruction.



A continuous improvement of processes, without compromising quality, will minimize the environmental impact of consumption: Electricity, heat, water, cleaning solutions, chemicals, and the amount of hazardous waste.

OTS now meets the legal requirements applicable to the company. The present 'Environmental Policy' prepares OTS to work focused on possible environmental improvements. We wish to maintain the beneficial relation to Esbjerg Municipality, and to suppliers who deliver our resources and handles our waste.

Targets and plan of actions for 2016-2017 are described in : [OTS Miljøredegørelse 2014](#)  
(Miljøredegørelse= Environmental Statement)

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