

Versjon/Dato	1.0 1.januar 2022
Written by:	John Offenberg, Chief of Staff
Approved by: CEO Sverre Chr. Taknes	<a href="mailto:offenberg@aquaship.no">offenberg@aquaship.no</a>

## Whistleblowing

Help us fight corruption, corporate crime, and unacceptable behaviour. All notifications of violations are important, and help to secure members and employees, improve our working environment, prevent financial loss and damage our reputation.

### Notification for employees and external (partners and stakeholders)

Via this notification service, you can report matters worthy of criticism, such as:

- Bullying
- Harassment
- Unwanted sexual attention
- Discrimination
- Violence
- Serious breach of the AquaShip Code of Conduct
- Drug or alcohol abuse
- Conditions that threaten life or health
- Corruption, embezzlement, or theft
- Other fraud or financial default in the service

### Conditions that are not considered as a warning

Matters that only apply to the employee's own employment relationship, such as salary conditions, cooperation problems, conflicts, workload, distribution of work tasks, etc. are not considered as reportable under the whistleblowing regime and must not be submitted here. Such cases are considered personnel matters and must be taken with the line management.

### Anonymity

To make sure you are anonymous, note the following:

- If possible, do not notify from a PC provided by your employer
- Do not use a PC that is connected via the company's network / intranet
- Do not provide your own personal information
- It would make sense to create an email address that does not specify personal details.

Notify us by email here: [whistle@aquaship.no](mailto:whistle@aquaship.no)

If you do not want to use e-mail: [Link to notification form on the internet.](#)

Notification can be sent both as text and / or audio / video.

### How does the employer handle received notifications?

AquaShip follows the Labour Inspection Authority's guidelines for handling notices.