



Nordic Interim
A VALTUS COMPANY

NORDIC INTERIM DK

Code of Conduct

Table of contents

1.	Nordic Interim A/S Privacy Policy & GDPR	3
1.1	GENERAL	3
1.2	CUSTOMERS	3
1.3	CANDIDATES	4

1. NORDIC INTERIM A/S PRIVACY POLICY & GDPR

1.1 GENERAL

- Nordic Interim will conduct its business in strict compliance with all relevant legislation and statutory regulations currently in force and regulating the Interim Management business.
- Nordic Interim will always maintain the highest professional standards in its work, which will be characterised by objectivity, integrity and thoroughness.
- Nordic Interim will engage only in free and fair competition and will not engage in any unlawful restraint of trade or unfair method of competition.
- Nordic Interim does not sell, trade or otherwise provide any information on Customers or Interim Managers to third parties. All data are treated strictly in accordance with the rules and regulations issued by the Danish “Datatilsynet” (Based on EU GDPR).
- In fee negotiations Nordic Interim will endeavour to represent the Customer’s best interest and at the same time be fair to the Interim Manager.
- Nordic Interim will not offer the same candidate to two different customers at the same time unless this has been specifically informed to all parties including the Interim Manager.
- Nordic Interim will conduct all its promotion, public relations and new business activities in a manner that involves no representations, expressed or implied, that are false, deceptive or otherwise misleading.

1.2 CUSTOMERS

- Nordic Interim regards as totally confidential all information concerning the business affairs of customers and prospective Customers and requires the Interim Managers to give a similar undertaking.
- Nordic Interim Consultants and Interim Managers will not discuss Customer matters in a public place and will not disclose any Customer information to third parties.
- If there is a possible conflict of interest between Customers and potential Customers, it will be immediately disclosed to both parties.
- Nordic Interim will not disclose the name of a Customer to an Interim Manager until the Customer agrees this is appropriate.
- No Interim Manager placed by Nordic Interim will be approached about an alternative assignment without the knowledge of the Customer.
- Where Interim Managers are currently on assignment with a Customer, Nordic Interim shall not pay to the Interim Manager, their spouses, partners or business associates, nor to companies controlled by them, any fee for the introduction of additional interim assignments, or other consulting work with the Customer who the Interim Manager is working for nor for any subsidiary organisation, parent organisation or associated organisation.

1.3 CANDIDATES

- All information received from Interim Managers will be kept strictly confidential in accordance with EU GDPR.
- All Interim Managers must confirm their acceptance of registration in Nordic Interim' talent pool and can withdraw such registration at any time.
- Interim Managers CVs are forwarded to customers only with the Interim Managers prior permission.
- Any Interim Manager approached and interviewed is entitled to receive a detailed assignment brief on terms approved by the Customer - subject to the Interim Manager signing a confidentiality agreement.
- Nordic Interim will not formally check references of an Interim Manager without the Interim Manager's specific approval.
- Nordic Interim has adopted a positive policy towards and will take the necessary steps to promote equal opportunities employment.