GGN: 4050373227524

Registration number of producer/ producer group (from CB): SGS/DE 201890030

## **GLOBALG.A.P. RISK ASSESSMENT ON SOCIAL PRACTICE (GRASP)**

PROOF OF ASSESSMENT

According to

GRASP General Rules V1.3-1-i July 2020

Option 1

Issued to
Producer HD NordicTrees
Klostermarken 12, 8800 Viborg, Denmark

#### The Annex contains details of the GRASP results.

The Certification Body SGS Germany GmbH Meat & Food Managementsystems declares that the producer group mentioned on this proof has been assessed according to the GLOBALG.A.P. Risk Assessment on Social Practice Version 1.3-1-i July 2020.

## GLOBALG.A.P. RISK ASSESSMENT ON SOCIAL PRACTICE (GRASP) - PROOF OF ASSESSMENT

Product Handling	Remote Assessment	Employee Interview
No	N/A	N/A

Overall assessment result: Fully compliant GGN: 4050373227524

#### Assessment result in detail:

Control Point 1	Fully compliant
Control Point 2	Fully compliant
Control Point 3	Fully compliant
Control Point 4	Fully compliant
Control Point 5	Fully compliant
Control Point 6	Fully compliant
Control Point 7	Fully compliant
Control Point 8	Fully compliant
Control Point 9	Not applicable
Control Point 10	Fully compliant
Control Point 11	Fully compliant

Date of Assessment: 01-09-2022

Date of Upload: 19-10-2022

Validity: 04-10-2022 - 03-02-2024 (depending on GLOBALG.A.P. certificate validity)

The actual status of this proof is always displayed at: https://database.globalgap.org



# GLOBALG.A.P. RISK ASSESSMENT ON SOCIAL PRACTICE

GRASP Checklist - Version 1.3-1-i

Checklist Individual Producer (Option 1)

Valid from: July 2020

Mandatory from: October 2020



1. CERTIFICATE HOLDER REGISTRAT	TION DATA										
Producer GGN/GLN:*	405037322752	24		Registration N°:		SGS/DE 201890030					
Company name:*	HD NordicTree	es		Address:*			Klostermarken 12				
Telephone:*	4540280380	540280380									
Email:	mvk@hdnordi	mvk@hdnordictrees.com Fax		Fax:							
Assessment date:*	01/09/2022			Contact persor	1:*		Mikkel Vag	ın Kristenser	n		
Previous assessment date(s):	03/10/2021	20/08/2020									
Does the producer have any other external a	udits or certification	n covering social	practices? If yes	s, which?					'		
Standard 1:	Standard 2:			Standard 3:			Standard 4:				
Valid to:	Valid to:			Valid to:			Valid to:				
Has the Certification Body detected any signi	ificant breach of leg	gal requirement o	concerning labor	conditions?				YES	<u> </u>		10
Has the Certification Body reported this findir	ng to the local/nation	onal responsible	and competent a	uthority?				YES		<b>]</b> N	10
Comments:											
Company description: HD nordic trees is a da christmas trees.	anish based compa	any that produces	s and also deals	with christmas tr	ees and greener	y to the Europea	ın Market. Pı	imary produ	icts is cut	nordma	ann
Did the management sign a self-declaration s	saying that if there	were employees	GRASP would b	e implemented?				YES		<b>]</b> N	10
* Mandatory field											

Are prod	uce handling	(PH) faci	lities included in the GRASP assessment?		YES	<b>☑</b> NO		
	Is produce	handling s	sub-contracted?		YES	<b>☑</b> NO		
	Does the pr	roduce ha	ndling facility(ies) have any social standards implemented?		YES	<b>☑</b> NO	If yes, which?	
		If yes:	Name of	the PH company:				
					GGN/GLI	N of the PH compar	ny (if applicable):	
Name ar	nd location of	the asses	ssed PH Facilities:					
PH Facility 1		PH Facili	ty 4					
PH Facility 2			PH Facili	PH Facility 5				
PH Facil	ity 3			PH Facili	ty 6			
Does the	company su	ıbcontract	any other activities?	<b>Y</b>	YES	□ NO		
If yes, wi	hich one?			Are the s	ubcontrac	ted activities include	ed in the GRASP ass	essment?
		<b>☑</b>	Pest and rodent control	<b>Y</b>	YES	□ NO		
		☑	Crop protection	<b>Y</b>	YES	□ NO		
		<b>4</b>	Harvest	<b>Y</b>	YES	□ NO		
		¥	Others (please specify): Form shaping of trees, manual work task related to christmas tree production	<b>Y</b>	YES	□ NO		

2. STRUCTURE OF EMPLOYMENT										
Month(s) of peak season (if applicable):	Oktober and N	oktober and November for harvest, April to June for fertilization and spraying				% of employees living in accommodation provided by the company (if applicable):		0		
Nationalities of employees	Danish, Polish	Danish, Polish, Lithuania								
Total number of employees	Local Cr		Cross-Border	Cross-Border Migrants			National Migrants			
	Permanent	Temporary	Agency	Permanent	Temporary	Agency	Permanent	Temporary	Agency	
in agricultural production	3	10	0	0	20	0	0	0	0	33
in product handling facility(ies)	0	0	0	0	0	0	0	0	0	0
Total	3	10	0	0	0	0	0	0	0	33

3. PRESENCE DURING THE ASSESSMENT									
	SITE MANAGEMENT		PERSON RESPONSIBING IMPLEMENTATION OF		EMPLOYEES' REPRESENTATIVE				
Names¹:									
Present at the opening meeting?	<b>☑</b> YES	□ NO	<b>☑</b> YES	□ NO	☐ YES	□ NO			
Present at the assessment?	<b>☑</b> YES	□ NO	<b>✓</b> YES	□ NO	☐ YES	□ NO			
Present at the closing meeting?	<b>☑</b> YES	□ NO	<b>✓</b> YES	□ NO	☐ YES	□ NO			
OVERALL ASSESSMENT RESULT:	per sub-controlpoint)		Fully co	mpliant					
Assessment results reviewed with company management?	<b>✓</b> YES	□ NO							
Name of certification body:	SGS Germany GmbH		Duration of the assessn	nent:	2				
Name of assessor:	Peder Wood-Pedersen								
Name of company management:	Mikkel Vagn Kristensen								
Only mention the names if the persons have agreed to release there personal data to be uploaded with the checklist to the GLOBALG.A.P. Database.									

## **GRASP CHECKLIST**

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	CC	MPLIAN	Œ				
			Υ	N	N/A				
EMPLOYEES' REPRESENTATIVE(S)									
1	CP: Is there at least one employee or an employees' council to represent the interests of the staff to the management through regular meetings where labor issues are addressed?								
	CC: Documentation demonstrates that an employees' representative(s) or an employees' council representing the interests of the employees to the management is elected or in exceptional cases nominated by all employees and recognized by the management. The election or nomination takes place in the ongoing year or production period and is communicated to all employees. The employees' representative(s) shall be aware of his/her/their role and rights and be able to discuss complaints and suggestions with the management. Meetings between employees' representative(s) and the management occur at accurate frequency. The dialogue taking place in such meetings is duly documented. N/A if the company employs less than 5 employees.								
1.1	The election/nomination procedure has been defined and communicated to all employees.		Х						
1.2	Documentation shows that the election and the counting of votes were carried out fairly and openly. In case of representative(s) not elected but nominated, there is a document justifying why elections could not take place.		Х						
1.3	The results of the election (name of employees' representative(s) or in case of council composition of the council) were communicated to all employees.		Х						
1.4	The election/nomination has taken place in the ongoing year or production period. The representation is current (all elected/nominated person(s) according to the list still working for the company).		Х						
1.5	The employees' representative(s) is/are recognized by the management and a job description clearly defines his/her/their role and rights. The employees' representative(s) is/are aware of his/her/their role and rights (in case of an employees' council, all members are interviewed).		х						
1.6	There is documentary evidence of regular meetings at accurate frequency between the employees' representative(s) and the management, where GRASP related issues are addressed.		Х						
COMP	LIANCE LEVEL CONTROL POINT 1: (Calculated automatically based on the results per sub-controlpoint)		Fu	lly complia	int				
	Evidence/Remarks: Quarterly AMU / OSH ( occupational safety and health) meetings, and staff representative meetings quarterly meetings (cooperation mettings) according to the procedure, Representative for work environment, elected 1-3-2022.								
Correc	Corrective Actions:								

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	CC	MPLIAN	CE				
			Υ	N	N/A				
COMP	PLAINT PROCEDURE								
2	CP: Is there a complaint and suggestion procedure available and implemented in the company through which employees ca	n make a complaint or suggestion	?						
	CC: A complaint and suggestion procedure appropriate to the size of the company exists. The employees are regularly informed about its existence, complaints and suggestions can be made without being penalized and are discussed in meetings between the employees' representative(s) and the management. The procedure specifies a timeframe to answer complaints and suggestions and take corrective actions. Complaints, suggestions and their follow-up from the last 24 months are documented.								
2.1	A documented complaint and suggestion procedure is available, appropriate to the size of the company.		Х						
2.2	Employees are regularly and actively informed about the complaint and suggestion procedure.		Х						
2.3	The procedure states clearly that employees will not be penalized for filing complaints or suggestions.		Х						
2.4	Complaints and suggestions are discussed in meetings between the employees' representative(s) and the management.	4	Х						
2.5	The procedure sets a timeframe to resolve complaints and suggestions (e.g. during the next month).		Х						
2.6	The complaints, suggestions and their follow-up are documented and available for the last 24 months.		Х						
COMP	PLIANCE LEVEL CONTROL POINT 2: (Calculated automatically based on the results per sub-controlpoint)		Fully compliant						
	Evidence/Remarks: procedure for claims. 26.5.2020 HD nordic, Procedure has specification for how action and follow up on suggestions and claims and for how they are communicated to employees. Complaints are communicated within to employees in a meeting, and suggestions are follwed up within three months. Except urgent claims they are resolved as soon as possible.								
Correc	tive Actions:								

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	COMPLIANCE							
			Υ	N	N/A					
SELF	-DECLARATION ON GOOD SOCIAL PRACTICES									
3	CP: Has a self-declaration on good social practice regarding human rights been signed by the management and the employees?	/ees' representative(s) and has thi	s been co	mmunicat	ted to					
	CC: The management and the employees' representative(s) have signed, displayed and put in practice a self-declaration assuring good social practice and human rights of all employees. This declaration contains at least the commitment to the ILO core labor conventions (ILO Conventions: 111 on discrimination, 138 and 182 on minimum age and child labor, 29 and 105 on forced labor, 87 on freedom of association, 98 on the right to organize and collective bargaining, 100 on equal remuneration and 99 on minimum wage) and transparent and non-discriminative hiring procedures and the complaint procedure. The self-declaration states that the employees' representative(s) can file complaints without personal sanctions. The employees have been informed about the self-declaration and it is revised at least every 3 years or whenever necessary.									
3.1	The declaration is complete and contains at least all points referred to ILO core labor conventions.		Х							
3.2	The declaration has been signed by the management and by the employees' representative(s).		Х							
3.3	The declaration is actively communicated to the employees (e.g. displayed on the production site/in the handling unit/management office or attached to the working contract, information at meetings etc.).		Х							
3.4	The management, the responsible person for the implementation of GRASP and the employees' representative(s) know the content of the declaration and confirm that it is put into practice.	* * *	Х							
3.5	It is stated that the employees' representative(s) can file complaints without personal sanctions.		Х							
3.6	The declaration is checked and revised at least every 3 years or whenever necessary.		Х							
COMI	PLIANCE LEVEL CONTROL POINT 3: (Calculated automatically based on the results per sub-controlpoint)		Fu	Ily complia	ant					
	ence/Remarks: Declaration for good social practice updated and signed 20-9-2021, including all ILO principles. And in addition ontactos ", code of conduct by Hede Danmark, revised 17.1.2020. Communicated on intranet, subcontractors sign the code of 2020.				d signed					
Corre	corrective Actions:									

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	CC	MPLIAN	CE				
			Υ	N	N/A				
ACCE	SS TO NATIONAL LABOUR REGULATIONS								
4	CP: Do the person responsible for the implementation of GRASP (RGSP) and the employees' representative(s) have knowledge.	edge of or access to recent nation	al labor re	gulations	?				
	CC: The person responsible for the implementation of GRASP (RGSP) and the employees' representative(s) have knowledge of or access to national regulations, such as gross and minimum wages, working hours, trade union membership, anti-discrimination, child labor, labor contracts, holiday and maternity leave. Both the RGSP and the employees' representative(s) know the essential points of working conditions in agriculture as formulated in the applicable GRASP National Interpretation Guidelines.								
4.1	The RGSP provides the employees' representative(s) with the valid labor regulations (e.g. the GRASP National Interpretation Guidelines).		Х						
4.2	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on gross and minimum wages and deductions from wages.		Х						
4.3	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on working hours.		Х						
4.4	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on freedom of association and right to collective bargaining.		Х						
4.5	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on anti-discrimination.		Х						
4.6	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on child labor and minimum age of working.		Х						
4.7	RGSP and the employees' representative(s) have knowledge about or access to the valid labor regulations on holiday and maternity leave.		Х						
COM	PLIANCE LEVEL CONTROL POINT 4: (Calculated automatically based on the results per sub-controlpoint)		Fu	lly compli	ant				
	nce/Remarks: All employees receive written, code of conduct, valid regulation. In addition cross border immigrants at subcontra access to labour regulations via Work in Denmark! A website in many different languages tell all about rules in Denmark.	actors are helped to correct inforn	naiton and	registrati	on. All				
Corre	ctive Actions:								

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	CC	OMPLIANO	CE				
			Y	N	N/A				
			•						
WORK	ING CONTRACTS								
5	CP: Can valid copies of working contracts be shown for the employees? Are the working contracts compliant with applicable legislation and/or collective bargaining agreements and do they indicate at least full names, nationality, a job description, date of birth, date of entry, the regular working time, wage and the period of employment? Have they been signed by both the employee and the employer?								
	CC: For every employee, a contract can be shown to the assessor on request on a sample basis. The contracts correspond with the applicable legislation and/or collective bargaining agreements. Both the employees as well as the employer have signed them. Records contain at least full names, nationality, job description, date of birth, date of entry, the regular working time, wage and the period of employment (e.g. permanent, period or day laborer etc.) and for non-national employees their legal status and working permit. The contract does not show any contradiction to the self-declaration on good social practices. Records of the employees must be accessible for at least 24 months.								
5.1	Random checks show availability of written contracts for all employees signed by both parties.	0 4	х						
5.2	There is evidence that the employees have the correct contract according to national legislation and/or collective bargaining agreements (as stipulated in the applicable GRASP National Interpretation Guideline).		Х						
5.3	The working contracts include at least basic information on the employee's name, date of birth and nationality according to the applicable GRASP National Interpretation Guideline.		Х						
5.4	The working contracts or attachments to the contracts include basic information on the contract period (e.g. permanent, period or day laborer etc.), the wage, working hours, breaks, and a basic job description.		Х						
5.5	In the contract, there is no contradiction to the self-declaration on good social practice.		Х						
5.6	If non-national employees are working for the company, records indicate their legal status for being employed by the company. A respective working permit is available.		Х						
5.7	Records of the employees must be accessible for at least 24 months.		Х						
COMP	LIANCE LEVEL CONTROL POINT 5: (Calculated automatically based on the results per sub-controlpoint)		Fu	ılly complia	ant				
	ce/Remarks: Work contracts seen for employees, employees at HD nordic, seen contract for one permanent national employ contractor, 0135, 1822 contracts in accordance with the legislation. Subcontractors employees are revised by PWC, subcontractors		ployee. ar	nd two em	ployees				
Correc	orrective Actions:								

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	C	CE						
			Y	N	N/A					
PAYSL	PAYSLIPS									
6	6 CP: Is there documented evidence indicating regular payment of salaries corresponding to the contract clause?									
	CC: The employer shows adequate documentation of the regular salary transfer (e.g. employee's signature on pay slip, bank transfer). Employees sign or receive copies of pay slips/pay register that make the payment transparent and comprehensible for them. Regular payment of the employees during the last 24 months is documented.									
6.1	Documented evidence that the payment is made in defined intervals (e.g. pay slips or pay registers) is available for the employees (random checks).		Х							
6.2	Pay slips or pay registers indicate that payments are made in accordance with the working contracts (e.g. employee's signature on pay slips, bank transfer etc.).		Х							
6.3	The records of payments are kept for at least 24 months.		Х							
COMPLIANCE LEVEL CONTROL POINT 6: (Calculated automatically based on the results per sub-controlpoint)										
	Evidence/Remarks: seen for one permanent national employee and one temporary national employee. and two employees at subcontractor, 0135, 1822. Breakdays are registered on payslip and holiday saved on account.									
Correct	Corrective Actions:									

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	COMPLIANCE			
			Υ	N	N/A	
WAGE	S					
7	CP: Do pay slips/pay registers indicate the conformity of payment with at least legal regulations and/or collective bargaining	agreements?				
	CC: Wages and overtime payment documented on the pay slips/pay registers indicate compliance with legal regulations (minimum wages) and/or collective bargaining agreements as specified in the GRASP National Interpretation Guideline. If payment is calculated per unit, employees shall be able to gain at least the legal minimum wage (on average) within regular working hours.					
7.1	Pay slips or pay registers give clear indication on the number of compensated working time or harvested amount including overtime (hours/days).		Х			
7.2	Wages and overtime payments as shown in the records are according to the contracts and indicate compliance with national labor regulations (minimum wages), and/or collective bargaining agreements as specified in the GRASP National Interpretation Guideline.		х			
7.3	Independently from the calculation unit, pay slips/pay registers document that employees gain in average at least the legal minimum wage within regular working times (especially check when piece-rate is implemented). If there are deductions from salaries and employees are being paid below minimum wage, the deductions must be justified in writing.		×			
COMPLIANCE LEVEL CONTROL POINT 7: (Calculated automatically based on the results per sub-controlpoint)				Fully compliant		
Evidence/Remarks: All worh hours are registered according to contract, all comply with legal requirements and agreements.						
Corrective Actions:						

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	COMPLIANCE		
			Υ	N	N/A
NON-E	MPLOYMENT OF MINORS				
8	CP: Do records indicate that no minors are employed at the company?				
	CC: Records indicate compliance with national legislation regarding minimum age of employment. If not covered by national children—as core family members—are working at the company, they are not engaged in work that is dangerous to their heal them from finishing their compulsory school education.				
8.1	Dates of birth on the records show that no employee is aged below the legal minimum age of employment or, if not specified in the GRASP National Interpretation Guideline, under the age of 15.		Х		
8.2	If children—as core family members—are working at the company, they are not engaged in work that is dangerous to their health and safety (according to the applicable IFA All Farm Base Module), that -jeopardizes their development or prevents them from finishing their compulsory school education.				х
COMPLIANCE LEVEL CONTROL POINT 8: (Calculated automatically based on the results per sub-controlpoint)		Fully compliant			
Evidend	Evidence/Remarks: No minors employed according to contracts.				
Corrective Actions:					

COMPLIANCE				
N/A				
es have				
х				
Х				
Х				
Not applicable				
Corrective Actions:				

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	COMPLIANCE		
			Y	N	N/A
TIME I	RECORDING SYSTEM				
10	CP: Is there a time recording system that shows daily working time and overtime on a daily basis for the employees?				
	CC: There is a time recording system implemented appropriate to the size of the company that makes working hours and or daily basis. Working times of the employees during the last 24 months are documented. Records are regularly approved by representative(s).				on a
10.1	A time recording system is implemented, appropriate to the size of the company (e.g. time record sheet, check clock, electronic cards, etc.).		х		
10.2	The records indicate the regular working time for employees on a daily basis.		Х		
10.3	The records indicate the overtime hours as defined by contracts per legislation for all employees on a daily basis.		Х		
10.4	The records indicate the breaks/festive days for the employees (on a daily basis).		Х		
10.5	The working records are regularly approved by the employees (e.g. regularly signed record sheet, checking clock).		Х		
10.6	Access to these records is provided to the employees' representative(s).		Х		
10.7	The records are kept for at least 24 months.		Х		
COMPLIANCE LEVEL CONTROL POINT 10: (Calculated automatically based on the results per sub-controlpoint)			Fully compliant		
Evidence/Remarks: time recording, in own app system , same system used for subcontractors.					
Corrective Actions:					

N°	CONTROL POINT & COMPLIANCE CRITERIA	VERIFICATION	COMPLIANCE		
			Υ	N	N/A
WORK	WORKING HOURS & BREAKS				
11	CP: Do working hours and breaks documented in the time records comply with applicable legislation and/or collective bargaining agreements?				
	CC: Documented working hours, breaks and rest days are in line with applicable legislation and/or collective bargaining agreements. If not regulated more strictly by legislation, records indicate that regular weekly working hours do not exceed a maximum of 48 hours. During peak season (harvest), weekly working time does not exceed a maximum of 60 hours. Rest breaks/days are also guaranteed during peak season.				
11.1	Information on valid labor regulation and/or collective bargaining agreements regarding working hours and breaks is available (e.g. in the GRASP National Interpretation Guideline).		Х		
11.2	Working hours including overtime as shown in the records indicate compliance with legal regulations and/or collective bargaining agreements.		Х		
11.3	Rest breaks/days as shown in the records indicate compliance with national regulations and/or bargaining agreements.		Х		
11.4	If not regulated more strictly by applicable legislation, regular weekly working time does not exceed 48 hours. During peak season (harvest), weekly working time does not exceed 60 hours.		Х		
11.5	The records indicate that rest breaks/days are also guaranteed during peak season.		Х		
COMPLIANCE LEVEL CONTROL POINT 11: (Calculated automatically based on the results per sub-controlpoint)			Fully compliant		
Evidence/Remarks: working hours are registered in time recording sysem, including overtime. All comply with regulations.					
Correct	Corrective Actions:				

## RECOMMENDATIONS FOR GOOD PRACTICE

N°	CONTROL POINT & COMPLIANCE CRITERIA		
ADDIT	TIONAL SOCIAL BENEFITS		
R1	What other forms of social benefit does the company offer to employees, their families and/or the community? Please specify (incentives for good and safe working performance, bonus payment, support of professional development, social benefits, child care, improvement of social surroundings etc.).		
Evidence/Remarks: Additional health insurance, possibility to work at home - or flex time.			