

# Union representative in Finansforbundet in Danske Bank

An introduction to union representatives  
in Finansforbundet in Danske Bank



# Introduction

## **Dear union representative at Finansforbundet in Danske Bank**

This introduction is for you who have been elected union representative for Finansforbundet in Danske Bank. It contains some information that is good to know when you commence your new position.

The introduction is about everything from our collective agreement system, political structure and events, to where you find relevant information in your daily work.

A tiny part of the information, you are about to read, is in Danish. Sorry for the inconvenience.

Welcome as a union representative at Finansforbundet in Danske Bank.

Happy reading!



## Content

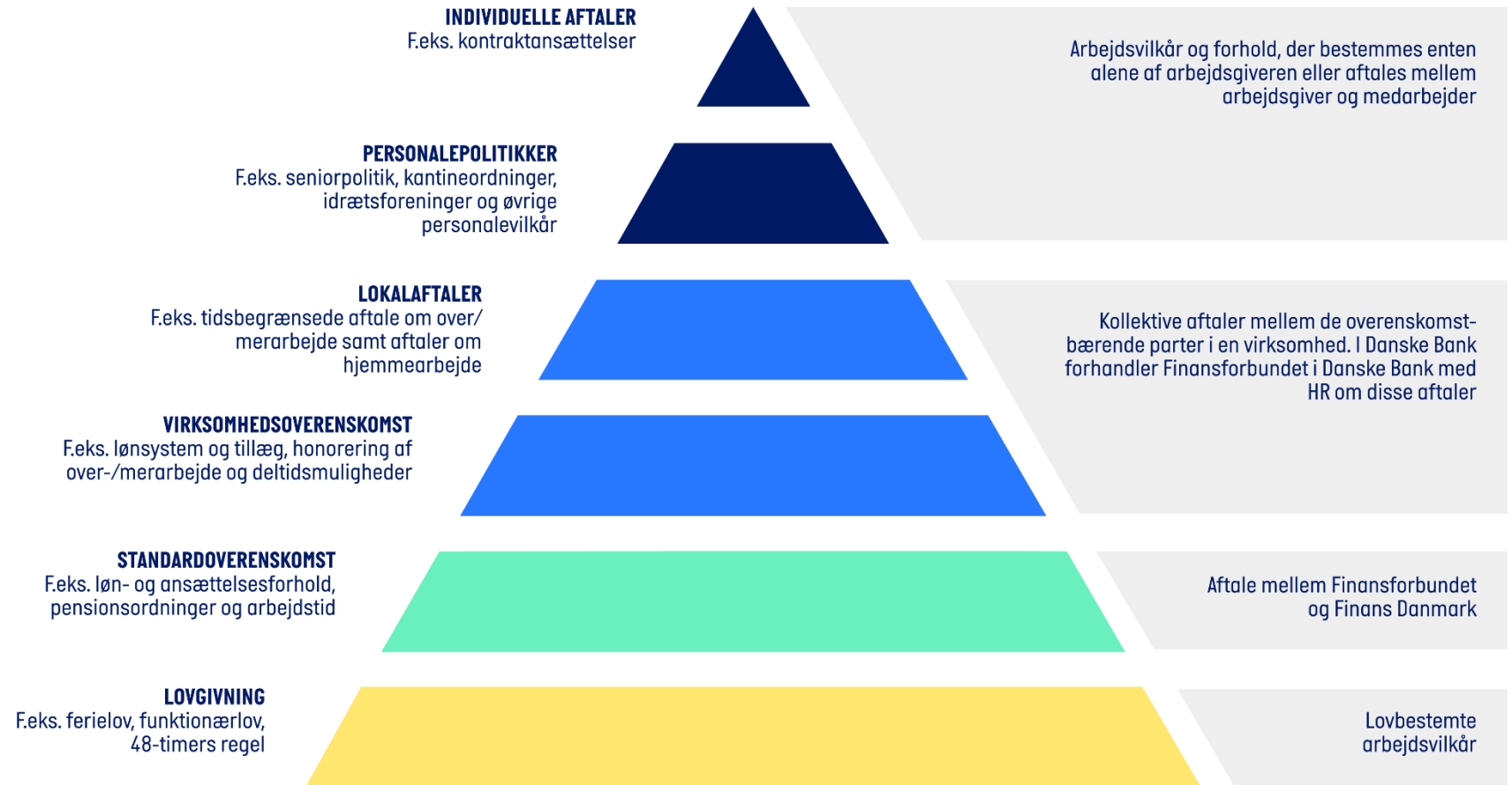
- How we agree on your working conditions
- The political structure of Finansforbundet
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# How we agree your working conditions



# SÅDAN AFTALES DINE ARBEJDSVILKÅR





## Your collective agreement

### STOK - Standard collective agreement



Finansforbundet and Finance Denmark negotiate **'the standard collective agreement'**, which applies to the entire sector and forms the basis of the **'company collective agreement'**.



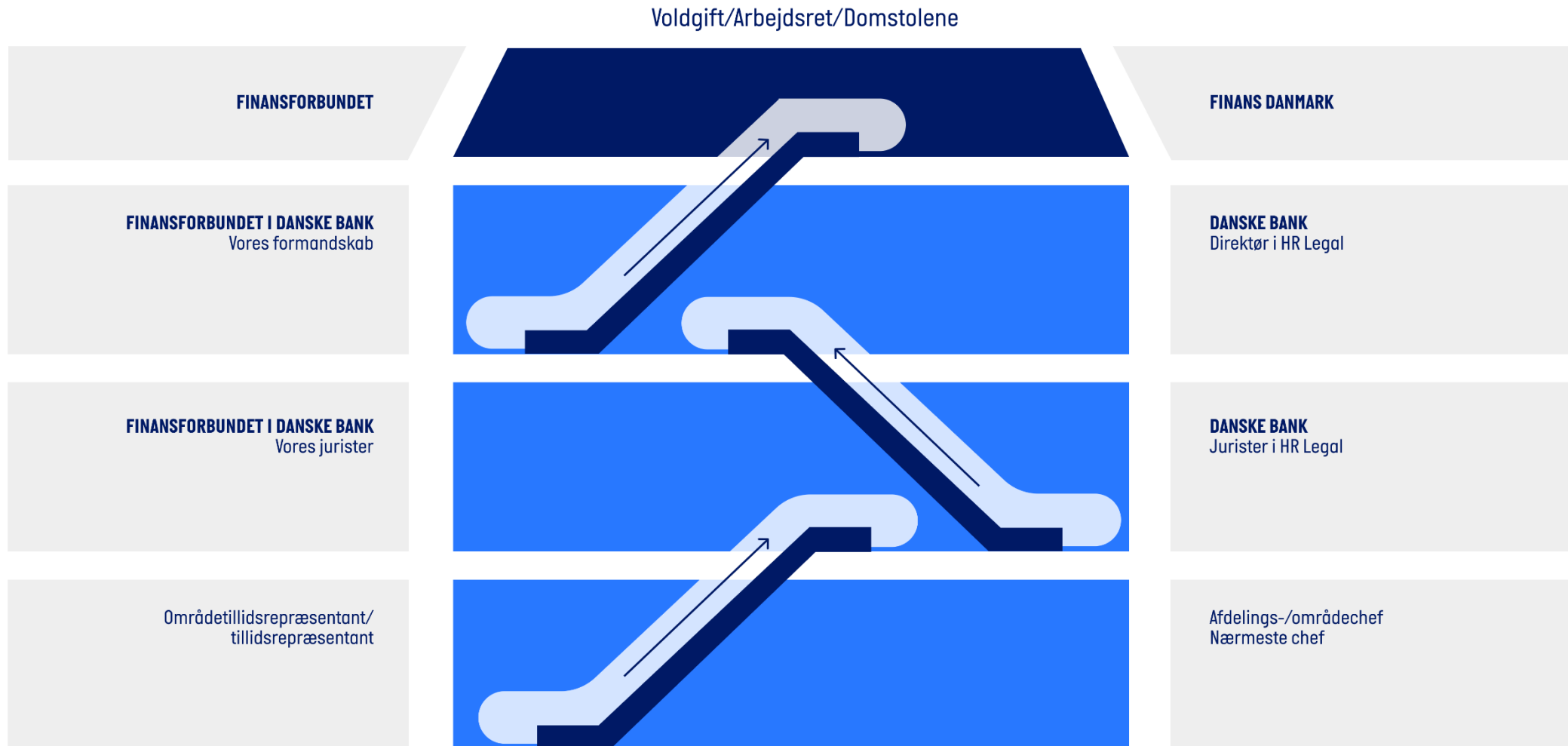
### VOK - company collective agreement

Finansforbundet in Danske Bank and Danske Bank's HR management negotiates the company collective agreement for the employees of Danske Bank.

STANDARD  
OVERENSKOMST  
2023



# PROBLEMLØSNINGSHUSET



Et problem søges løst på laveste muligt niveau,  
men kan gå hele vejen op i systemet.

# The political structure of Finansforbundet





# The political structure of Finansforbundet

**Central  
Federation**



**Decentralised – nine districts**





## Part of Finansforbundet

<b>Finansforbundet</b>	<b>56,150 members</b>  54,900 active 1,250 unemployed	<b>881 union representatives</b>  3 in the presidency 12 HB members	<b>135 staff employees</b>  Central employees and in the districts
<b>Finansforbundet i Danske Bank</b>	<b>9,400 members</b>  6,287 active 3,113 retirees	<b>185 union representatives</b>  10 KB members 175 union representatives	<b>5 secretariat staff</b>  2 legal experts 1 political coordinator 1 communications adviser 1 secretary



## Who decides at Finansforbundet?

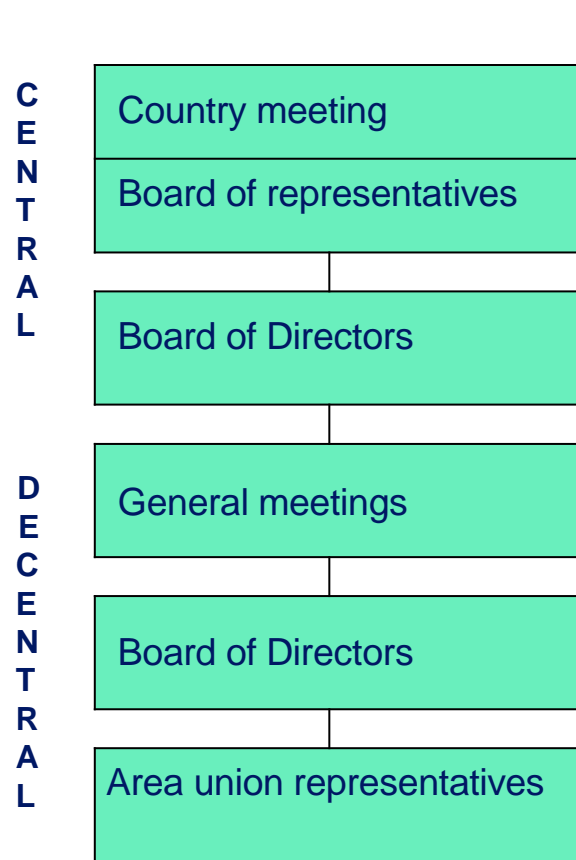


The National Congress is the highest authority of Finansforbundet.

This is where the Presidency is elected and the policies in the future are adopted.

The Board of Regulators is appointed by the districts and is advisory and controlling to the general board of the national meetings.

# The executive committee of Finansforbundet



The executive committee (HB) consists of 15 persons:  
A three-person Presidency and 12 persons appointed  
by the districts.

Our representatives on the Board of Directors  
(HB) are:



**Kirsten Lund**



**Kirsten Ebbe Brich**



# Finansforbundet in Danske Bank

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Finansforbundet in Danske Bank is the union organisation for the employees of the Danske Bank.

The general meeting is our supreme authority. The general meeting elects the group's board.

The Board of Directors consists of 10 members.

Union representatives are elected by and from among the members. Senior union representatives (OTR) are elected by and from among the union representatives in each business area. 204 union representatives can be elected in Danske Bank in Denmark. 45 of them may be elected as senior union representatives by the union representatives in their area.



# The Board of Directors of Finansforbundet in Danske Bank

Kirsten Ebbe Brich  
Chairman



Bente Bang  
Vice  
Chairman



•  
Susanne Arboe  
Dorte Bielefeldt  
Lars Aabling-Thomsen  
Ida Schrøder Kilde



Frank Fredslund Nielsen  
Peter Gaardsdal Sørensen  
Kirsten Hjelm Lund  
Gunver Sommer



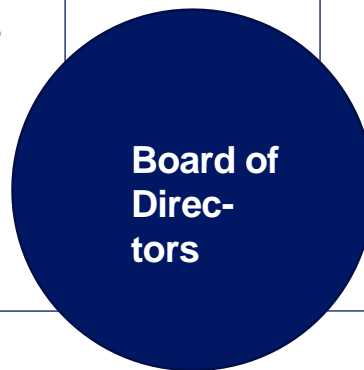
## Tasks of the Board of Directors

### To represent our members in relation to Danske Bank's management

The Board of Directors collaborates with Danske Bank on different committees, in which the members safeguard the interests of the members to the bank's management – including the joint consultation committee, the health and safety committee, the competency committee, the job assessment committee and monthly meetings with HR.

### Contact with members

The Board of Directors has ongoing dialogue with the union representatives and is responsible for regular sparring on recruitment and case processing. The district also arranges member meetings, team meetings and seminars for area and union representatives.



**Board of  
Direc-  
tors**

### Represent our members in Finansforbundet

The Board of Directors is part of a number of committees of Finansforbundet, where they represent the members of Danske Bank in relation to the other districts of Finansforbundet.

### Collective agreements and membership offers

The Board of Directors collects claims from the members and negotiates the company collective agreement and local agreements with Danske Bank. The district also develops membership offers.

## Employees of Finansforbundet in Danske Bank



**Lucina Søgaard-Lidell**  
Legal expert



**Peter Schlütter**  
Legal expert



**Randi Van Dijk Nielsen**  
Secretary



**Anders Lyager Olsen**  
Political coordinator



**Troels Mørk**  
Communication adviser





## Tasks of the secretariat

### Legal advice of members

Our team of legal experts assists members and union representatives with advice on employment matters and teaches the union representatives on legal issues, including the collective agreement and rights for members employed under an individual contract.

### Advice to the board of Directors

The Board of Directors receives legal, political and communication advice from the staff of the secretariat.



**SEC.**

### Administration

The secretariat is responsible for the day-to-day administration and operation of Finansforbundet in Danske Bank, including member administration, finance, election, planning of general meetings and seminars for union representatives as well as handling enquiries from members and union representatives.

### Communication to members and union representatives

The secretariat is responsible for the operation and development of the district's member communication and communication tools for union representatives, including e.g. newsletters and TR-information.



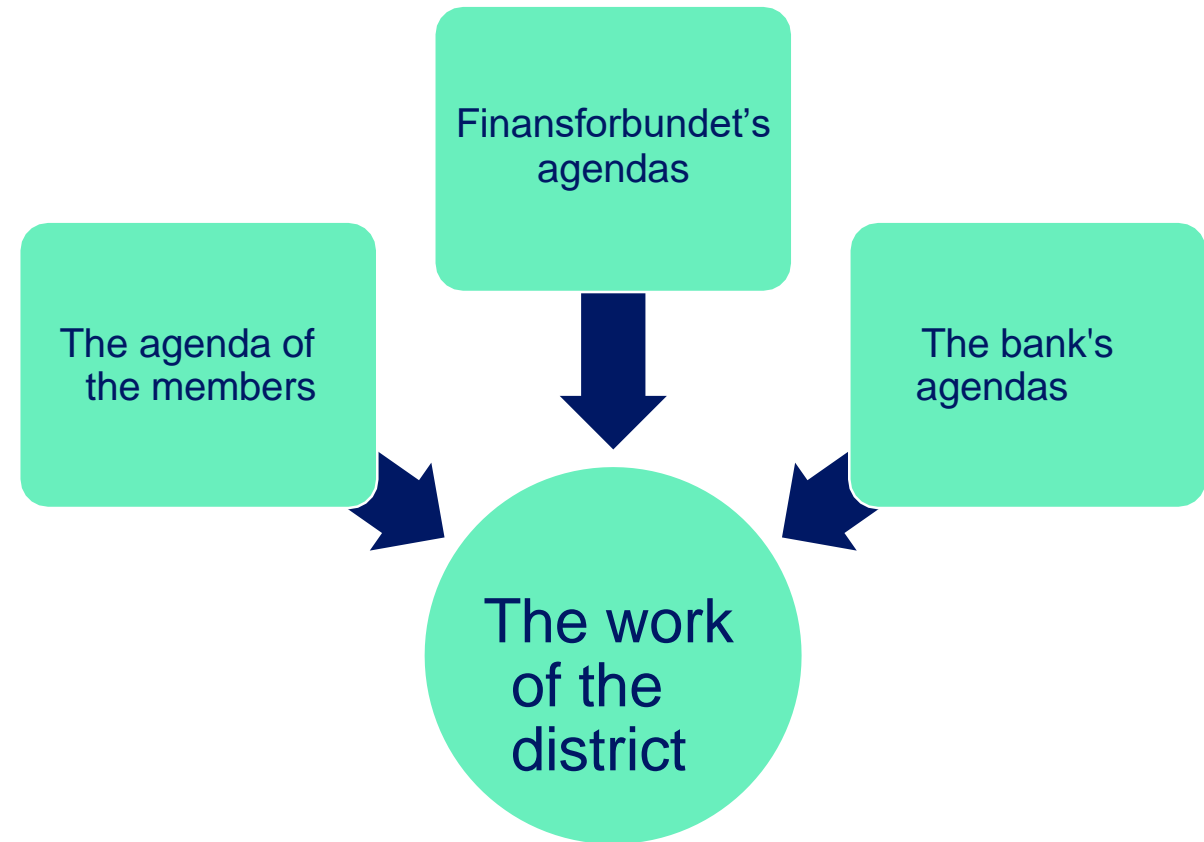
## Where do we get our knowledge and input from?

The agenda of the members of the Board of Directors is the employee representatives sharing their experiences with Finansforbundet in Danske Bank's Board of Directors, e.g. at TR meetings and at major events.

The Board of Directors participates in various district teams, which provide input from the bank and hear about the central agendas and what goes in other districts.

### **The bank's agendas**

We participate in a number of collaboration forums with Danske Bank and meet regularly with representatives from our HR and management teams.





## What do we provide?

### **We negotiate the employees' collective agreement**

Finansforbundet in Danske Bank's Board of Directors negotiates company collective agreements and local agreements for the employees of Danske Bank.

### **We provide sparring and counteracting management**

Our Board of Directors meets regularly with management – from HR to the ELT, where we talk about well-being, education and working environment.

**We are the everyday partner** of our members and the union representative is local support at the workplace. Finansforbundet in Danske Bank advises career development and collective agreement and publishes content on important current topics.





# Finansforbundet in Danske Bank's strategy

## Core task

The core task for Finansforbundet in Danske Bank is to create a foundation that enables all members of Finansforbundet in Danske Bank to succeed in their working lives.

## Themes

- Skills development
- Well-being
- Relevance to all target groups
- Focus on a strong and diverse TR organisation

*Read the entire strategy and a deeper view of the four themes on our website.*

# Important events for union representatives

## General meetings

The General Meeting is held every 3 years before the end of May. The intervening years shall be held by the Board of Regulators.

The general meeting is the supreme authority of Finansforbundet in Danske Bank. In addition to deciding on the financial statements and electing chairman, members of the Board of Directors and alternates and accountants, the general meeting discusses the work and topics of the district that are important to the members' everyday lives.

The next General Meeting will be held on 8 May 2025.







## **Seminar for union representatives**

A TR seminar is held annually over two days.

At the seminar, the union representatives will be given the opportunity to strengthen their skills and networks by participating in professional and social activities.

Please note that many union representative areas choose to hold union representative meetings on the day before the seminar.

The next TR seminar will be held on 4 – 5 September 2025.





## Discussions with the ELT

Each year, open debate is held between the union representatives in Danske Bank and the ELT of Danske Bank.

On this day, the management will be presenting current focus areas in the Danske Bank Group, after which there is debate with ELT-representatives from the individual business units about the development and current agendas.

The next debate with the ELT will be held on March 3.rd 2025.







## Meetings of members

Finansforbundet in Danske Bank holds a number of member meetings throughout the year.

The members may meet both union representatives and district board members in open debate.

The meetings can be held when the local union representative and the members can debate working conditions or developments in the Danske Bank.

The local union representative will invite and handle the event and the agenda, just as the local subjects are the focal point.

In addition, the district board may arrange member meetings when the need arises.



# National meeting of Finansforbundet

Every three years, Finansforbundet holds a national meeting.

All districts in Finansforbundet will participate with their own delegation, which is appointed locally. The Board of Directors is automatically selected for the delegation, while the other participants from Finansforbundet in Danske Bank are usually found among the senior union representatives.

At the national meeting of Finansforbundet, the delegates will determine which focus areas and policies for which to work in the coming three years. The national meeting also elects the chairmanship for a three-year term.

At the national meeting in 2023 Dorrit Brandt was elected chairman, while Jakob Thorgaard (left) and Steen Lund Olsen were elected vice chairmen (picture).

The next national meeting will be held on 22. – 25. September 2026.



# **Tools for union representatives**





## Legal counseling

Finansforbundet in Danske Bank has two legal experts who can answer questions related to the collective agreement or the members' employment relationship with Danske Bank.

With them you can get highly qualified legal advice if you or one of your members is in a dilemma or is facing a challenge in employment law.

You can contact our legal experts by calling or writing to Finansforbundet in Danske Bank on tel. 45 14 01 11 or sending an email to [fidbjura@finansforbundet.dk](mailto:fidbjura@finansforbundet.dk).

## Communication to union representatives

Finansforbundet in Danske Bank sends union representative information (TR-info) via email with everything from political announcements, events as well as guides and specific tips you can use in your daily work as a union representative.

Some information is for you as a union representative, others for dissemination to the members, in which you can add a personal comment and possibly a picture that makes you visible as a local union representative. The individual e-mails specify whether TR information may be forwarded or not.

Finansforbundet sends out monthly 'professional news', which is a newsletter to all union representatives. Here you will also find important tools for your union representative work and brief news about the political work in Finansforbundet.





### Kom med til Q&A med Carsten Egeriis

Kære medlem af Finansforbundet i Danske Bank

Formand for Finansforbundet i Danske Bank, Kirsten Ebbe Blich, vil sammen med Carsten Egeriis opdatere dig på den aktuelle tilstand i banken og fremtidsudsigterne for koncernen. *(English below).*

Q&A'en foregår 12. april kl. 10 og vil være på dansk. Du kan deltage både online og fysisk i Kuppelsalen. Har du spørgsmål, som du ønsker, at Kirsten Ebbe Blich tager op med Carsten Egeriis, så stil dem, når du melder dig til.

Tilmeld dig Q&A'en



### Sæt pris på din kollega, tillidsrepræsentant eller leder

Har du en sød kollega, som altid giver en hjælpende hånd, en tillidsrepræsentant, der fortjener hyldest eller en leder, du gerne vil anerkende? *(English below.)* Lige nu modtager vi indstillinger til Jubilæumsfonden.

## Communication to the members

We communicate to members primarily through

- Newsletters

We also communicate via

- Finansforbundet i Danske Bank's Viva Engage group
- Local News.





# TR Toolbox

TR Toolbox is Finansforbundet in Danske Bank's file sharing tool for union representatives.

You will get access to TR Toolbox as soon as you are registered as a union representative at Finansforbundet in Danske Bank.

In TR Toolbox you will find tools for your union representative work, email templates and the PP presentations that are used in our TR training.

The screenshot displays the TR Toolbox interface. At the top left is the 'TR Toolbox' logo. To its right is the title 'TR Toolbox'. Below the title are three navigation options: '+ New', 'Page details', and 'Analytics'. The main content area is a grid of nine tool cards, each with a representative image and a title:

- Støtte ved samtaler (Supporting members)**: Image of a dandelion seed head.
- Informations- og hvervemateriale (Information material)**: Image of a yellow paper boat on a dark surface with stars.
- TR undervisning (Internal TR training)**: Image of an owl.
- Velkommen eller farvel til TR (Hello and Goodbye to TR)**: Image of a sunset over a field.
- TR oversigter (TR overview)**: Image of a network diagram.
- TR og OTR jobbeskrivelser (TR and OTR job descriptions)**: Image of a blue bookshelf with an orange book.
- §8 samtalen / Shop Stewards Agreement**: Image of a coffee cup on a table.
- KB News til TR møder (KB News for TR meetings)**: Image of hands typing on a typewriter.
- TR valg og TR aftale (TR election and TR agreement)**: Image of colorful streamers.



## Recruitment of new members

As a union representative, you are the face of Finansforbundet in Danske Bank locally, and this also means that you have a joint responsibility in making Finansforbundet in Danske Bank visible at the workplace and attractive to potential members.

Finansforbundet in Danske Bank provides a number of tools that you as a union representative can use to make you visible in the workplace – both to existing and potential members.

You do not have to persuade them. If you only get their permission for Finansforbundet to call them up – they'll do the rest.

Read more here: <https://www.finansforbundet union denmark.dk/da/forTrust-elected/hve rvemateriale/sider/default.aspx>





## GDPR for union representatives

When you process sensitive personal data about our members, you are subject to the General data Protection Regulation and the rules of the Danish data Protection Act.

It is important that you follow the guidelines when processing information about members of Finansforbundet in Danske Bank as well as potential and former members.

Finansforbundet has prepared a guide to GDPR for union representatives. It covers every imaginable scenario you can meet as a trust representative, where you need to think about privacy.

[!\[\]\(d66ff64371a51729ac8c1cdaa685ba6f\_img.jpg\) Read the GDPR guide](#)

```
check_catch(self):  
    """ Check if catch balls.  
    for ball in self.overlapping:  
        self.score.value += 10  
        self.score.right = games  
        ball.handle_caught  
    """ Change game level. "  
    if self.score.value == 2:  
        self.level.value += 1  
        self.level.left = 0  
        """ Next level  
        level_message
```

# **Finansforbundet in Danske Bank's collaboration with Danske Bank**



## The local cooperation between union representatives and leaders

A good cooperation between leaders and union representatives is good for the bank and employees alike. A good local relationship with leaders can be crucial to your participation as a union representative.

Once a year, you will have a talk with your leader about your function as union representative and your collaboration. We call this a §8 interview. In this conversation, the framework for your union representative work and expectations for the cooperation between the union representative and the immediate leader are aligned.

HR sends you and your manager an e-mail with a link to a interview form. The form is saved on the HR platform.

You can read more about the union representative work locally in section 6 of the collective agreement, remember that TR work must be registered under the registration code 3855.





## Group Cooperation committee

The tasks of the Group Cooperation Committee (SU) are to discuss, among other things:

- General matters of importance to working and staff conditions in the bank.
- The bank's financial situation (current information, key figures, etc.)
- Employment situation etc. in Danske Bank.

The SU consists of 14 persons: Seven representatives from the management team, six employee representatives from Finansforbundet in Danske Bank and a representative from the staff organisation in Danica Pension.

The six representatives from Finansforbundet in Danske Bank are: Kirsten Ebbe Brich, Bente Bang, Susanne Arboe, Ida Schrøder Kilde, Frank Fredslund Nielsen and Peter Gaardsdal Sørensen.



## International cooperation

Danske Bank and the entire financial sector are becoming increasingly internationalised. Therefore, Finansforbundet in Danske Bank is involved in international cooperation in different ways and levels:

Finansforbundet in Danske Bank is participating in:

- UNI – Union Network International
- NFU – Nordiska Finansanställdas Union

Finansforbundet i Danske Bank participates in:

- Danske unions
- EWC – European Works Council





## Danske Unions

Danske unions is a cross-border collaboration forum for unions that organise Danske Bank's employees.

The Forum includes trade unions from Denmark, Norway, Sweden, Finland, Ireland and Northern Ireland/Great Britain. This forum discusses issues of an international nature where trade unions can share knowledge and experience with each other.

The member organisations are:

- Finansforbundet i Danske Bank, Denmark
- Rahoitus Leijonat, Finland
- IBOA, Ireland and Northern Ireland
- Finansforbundet i Danske Bank, Norway
- Finansforbundet i Danske Bank, Sweden

Read more about Danske unions on [www.danskeunions.org](http://www.danskeunions.org)



## **EWC – European Works Council**

The Danske Bank Group European Works Council (EWC) is the international works council within Danske Bank. EWC meets twice a year and is also convened when necessary.

The bank is permanently represented by HR management, while other members the management participates depending on the agenda.

The EWC consists of 17 employee representatives from the 7 countries. Apart from Denmark, they are Norway, Sweden, Finland, Lithuania, Poland and Northern Ireland.

Finansforbundet in Danske Bank is represented by the chairman and three members of the board of directors with relevant functions.

EWC is where management informs and consults the employees on developments in the bank and other topics of importance to employees in several countries, such as the organisation of the bank and initiatives affecting the employees.



## Please contact us

Finansforbundet i Danske Bank  
Bernstorffsgade 40  
1577 København V

Tel.: (+45) 45 14 01 11

E-mail:

[finansforbundet@danskebank.dk](mailto:finansforbundet@danskebank.dk)

Monday – Thursday: 8.30 – 16.00

Friday: 8.30 – 15.00

Remember that expenses  
incurred for Finansforbundet are  
settled by using the zExpense  
app.