

WHISTLEBLOWING IN GERMANY

(HinSchG)

WHISTLEBLOWING AT KALLE IN GERMANY

Internal whistleblower office at Kalle for whistleblowing on legal violations

What is an internal whistleblowing office?

Kalle has set up a whistleblower office in the Compliance Department to report legal violations.

Please contact the Compliance Department if you are aware of legal violations at Kalle or believe that legal violations were committed have occurred.

Kalle would like to become aware of legal in order to remedy them.

What are legal violations?

Legal violations can occur in all areas, e.g. environmental law, labour law, data protection, product safety, internet security, etc. and usually result in a fine or penalty.

Who can contact the internal whistleblowing office?

If you work at Kalle or have worked at Kalle, are a supplier, customer or otherwise provide a service, you can contact the internal whistleblowing office.

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- **Confidentiality**
- ✓ As a whistleblower, you need not fear any negative consequences as a result of your report. Your information will be treated in strict confidence. However, we cannot guarantee anonymity.
- ✓ Without your consent, we may not disclose your identity and your legitimate concerns to other persons or other departments. The same applies to the identity and the legitimate concern of the person affected by the notice.
- ✓ You may only disregard any confidentiality obligations, e.g. due to trade secrets, if this is necessary to uncover the legal infringement.
- ✓ As a rule, the data obtained through the notification is deleted three years after the conclusion of the proceedings.

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- **Protection of whistleblowers?**
 - ✓ The law protects you from professional disadvantages based on your information as long as you do not knowingly assert false facts. Only if you knowingly assert false facts can you expect to be held accountable.
- **What is the procedure after whistleblowing?**
 - ✓ If you contact us, you will receive a confirmation of receipt within one week at the latest. If an offence has been committed, we will rectify it. If there is a serious case, we must involve the state authorities.
 - ✓ After the proceedings have been concluded, but after three months at the latest, you will receive feedback as a whistleblower as to whether the legal offence has been remedied, the proceedings have been discontinued due to lack of evidence or other reasons or have been forwarded to state authorities.

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Annex I: Internal whistleblower office at Kalle for whistleblowing on legal violations

- **How can the whistleblower contact compliance?**

E-Mail: compliance@kallegroup.com

In Writing: Compliance (confidential) c/o Kalle Management GmbH, Rheingastr.
190-196, 65203 Wiesbaden

- **What happens next?**

- ✓ Whistleblowing is confidential
- ✓ No negative consequences if in good faith
- ✓ Legal infringements are to be remedied
- ✓ Notice to whistleblower

DATA PROTECTION INFORMATION

For reports according to whistleblowing

General Information

We only process your personal data to the extent necessary for the purpose stated below. Furthermore, we only process your personal data if you have given us your consent to do so or if the processing is permitted under the European General Data Protection Regulation (GDPR) and other applicable law (see below). Your personal data will be deleted as soon as the purpose for which it was collected no longer applies. Your data may be subsequently stored if this is required by applicable national or European law. In this case, we will delete the data once the prescribed retention periods have expired..

Concrete data collected

The data - in addition to your contact details - that you share with us depends on the type of information you provide. The processing of this and other sensitive data from you will of course not be passed on to any of our business partners outside the Group, but will be treated in strict confidence and only passed on if we are legally obliged to do so. We need this data in order to investigate your report and provide you with feedback. The processing of this data is based on Art. 6 para. 1, f) GDPR.

DATA PROTECTION INFORMATION

For reports according to whistleblowing

Your rights as a data subject

You have the following rights with regard to your personal data:

- ✓ The right to information and access (Art. 15 GDPR)
- ✓ The right to rectification and erasure (Art. 16, 17 GDPR)
- ✓ The right to restriction of processing and portability (Art. 18, 20 GDPR)
- ✓ The right to object to processing (Art. 21 GDPR)
- ✓ You are also entitled to complain to the supervisory authority about the processing of your personal data

Responsible Organisation

Kalle GmbH, Rheingaustrasse 190-196, 65203 Wiesbaden

E-Mail: dataprotection@kallegoup.com

Data Protection Officer:

Markus Weinbach, TÜV SÜD Akademie GmbH, Westendstraße 160, 80339 München, Germany, E-

Mail: Markus.Weinbach@tuvsud.com

In case of questions please contact:
compliance@kallegroup.com