

WHISTLEBLOWER PROTECTION POLICY



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DOCUMENT METRICS:

TITLE	WHISTLEBLOWER PROTECTION POLICY
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APPROVED BY	Paweł Gurgul
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REVIEW PERIOD	24 months
STATUS	in force
SCOPE	All employees of Formika Sp. z o.o. and other business-related individuals.
METHOD OF DISCLOSURE	Posters, training on the e-learning platform, publication on the website www.formika.com.pl
RESPONSIBLE FOR IMPLEMENTATION	CEO (Chief Executive Officer)



WHISTLEBLOWER PROTECTION POLICY

OBJECTIVES OF THE POLICY

The purpose of this policy is to provide a safe and confidential channel for reporting irregularities, misconduct, corruption, and other actions that are unlawful or in violation of the internal regulations of the organization, available to employees of Formika Sp. z o.o. and other stakeholders. This policy also aims to protect whistleblowers from any form of retaliation or reprisal.

SCOPE

This policy applies to all employees of Formika Sp. z o.o., including the management board, managerial staff, contract workers, interns, and all individuals collaborating with the organization.

DEFINITIONS

- **Whistleblower:** A person who, in good faith, reports information about irregularities, misconduct, or other actions that are unlawful or in violation of the internal regulations of the organization.
- **Irregularity:** Any act or omission that is contrary to the law, internal regulations, professional ethical principles, or organizational standards.

REPORTING PROCEDURE

The reporting procedure is outlined in the document of Formika Sp. z o.o. titled "Procedure for Internal Reporting and Follow-Up Actions", which complies with the legal basis set out in Article 25 of the Act of 14 June 2024 on Whistleblower Protection.

WHISTLEBLOWER PROTECTION

- Whistleblowers must not be subjected to discrimination, retaliation, or any form of retribution in connection with reporting irregularities.
- Any retaliatory actions against whistleblowers will be treated as a serious violation and will be appropriately sanctioned.
- Whistleblowers are entitled to legal protection and support in the event of experiencing any negative consequences related to their report.



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HANDLING OF REPORTS

- All reports will be promptly and thoroughly reviewed by the Ethics Committee established within Formika Sp. z o.o.
- The process of handling reports includes evaluating the validity of the report, conducting an investigation, and implementing appropriate corrective actions.
- The results of the investigation and the actions taken will be communicated to the whistleblower, provided they are not anonymous.

INFORMATION

Information regarding the Whistleblower Protection Policy will be made available to all employees and stakeholders of the organization.

POLICY REVIEW

The Whistleblower Protection Policy will be regularly reviewed and updated to ensure its effectiveness and compliance with applicable legal regulations and best practices.

