

INTERNAL COMPANY COMPLAINTS PROCEDURE

The Whistleblower Protection Act (HinSchG), which came into force on July 2, 2023, is intended to protect people who provide information about wrongdoing in public authorities or companies from possible discrimination and thus to reduce obstacles.

All employees, suppliers and business partners of Schock Metallwerk GmbH as well as third parties have the opportunity to report any suspicion of violations of human rights or environmental regulations or the Code of Conduct of Schock Metallwerk GmbH. It is irrelevant whether the suspected violation was committed by a company, an employee, a business partner or by a direct or indirect supplier of the company.

Reports can be submitted by using an online form - anonymously if desired. In this case, the software used protects the identity of the person submitting the report. It is also possible to report by telephone – however without the option of anonymity.

The online form consists of various fields, including mandatory fields that must be filled in. In addition, files such as images or PDF documents can be added as attachments. By clicking the "Send" button, the report is transmitted directly and exclusively to the internal reporting office. Afterwards, the person who provided the information receives a 16 digit code from the system - this is used for future anonymous communication with the internal reporting office.

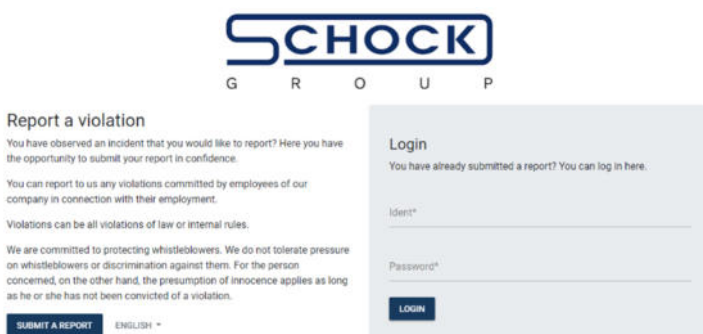
The internal reporting office carries out an initial assessment of the report. As soon as all relevant information is available, it is forwarded confidentially to the relevant office. Together with the responsible office, an assessment is made to determine to what extent legal or internal company requirements may have been violated. Depending on the case, internal and/or external lawyers are consulted. If the reporting person agrees to be contacted, any questions can be clarified and the matter discussed together.

All information will be treated as strictly confidential (unless it turns out that the person's statements turn out to be defamation (§ 186 StGB) or slander (§ 187 StGB)).

The company will tolerate neither discrimination nor retaliation against the reporting person - even if the report subsequently proves to be unfounded. Employees, suppliers and business partners of the company as well as third parties must expect consequences if they expose whistleblowers to reprisals.

The effectiveness of the complaints procedure is reviewed on a regular or on an occasion-related basis. Such cause might exist if the company is unexpectedly challenged by a significantly changed or expanded risk situation in its own business area or supply chain, for example as a result of the introduction of new products, the start of new projects or the establishment of a new business area.

Link: <http://schock-metall-holding-gmbh.dip-hinweisgeberportal.de/>



The screenshot shows the user interface of the internal reporting portal. At the top, the SCHOCK logo is displayed with 'G R O U P' underneath. The main content is divided into two sections: 'Report a violation' and 'Login'. The 'Report a violation' section contains text explaining the purpose of the portal, the types of violations covered, and a commitment to protect whistleblowers. At the bottom of this section is a 'SUBMIT A REPORT' button and a language selector set to 'ENGLISH'. The 'Login' section is for users who have already submitted a report and includes fields for 'Ident*' and 'Password*' with a 'LOGIN' button.

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