

## 4. Speak up (Whistleblowing)

Arcondis pursue a healthy speak-up culture of openness, integrity, and accountability to raise concerns in good faith when misconduct is suspected, or breaches of Code of Conduct is detected. All these reported misconducts are subject to an investigation.

The protection of the source and confidentiality is essential for the prevention of harassment and victimisation in an open speak-culture.

### Principles:

- After receiving a report an **initial receiving answer** is send to secured inbox **within 7 days**.
- All reports handled **confidentially** (Only designed employees have access and signed a confidentiality agreement).
- Whistleblower remains **anonymous**.
- Report is not investigated by someone who may be concerned.
- The case is investigated for truth and good faith (proven malicious cases will be investigated in the opposite direction).
- The compliance department is responsible for the whole investigation process.