## **Whistleblowing Guidelines**

# Dileteren

## WHY Whistleblowing?

Ethics and compliance – also known as compliance and integrity – are absolute priorities for D'leteren. They are the values that drive us. Our values and Code of Ethics **'The Way We Work'** are only credible if we also commit to open our eyes to potential violations and breaches, in order to rectify them, protect the company and any victims.

Whistleblowers play an important role in identifying and calling out misconduct or breach of our integrity and compliance. We understand that these whistleblowers can find themselves in difficult and stressful circumstances and take their concerns seriously.

#### How are you protected?

A Whistleblower may decide to report anonymously or to communicate his/her personal details, which will be treated with the utmost confidentiality. The Risk, Compliance and Whistleblowing Officer of D'leteren Automotive SA/NV, assisted by the Compliance Committee, is the designated single point of contact within D'leteren to handle the alerts made. He/she shall be assisted by a team of Fieldfisher lawyers.

D'leteren will protect any Whistleblower who has raised an alert in good faith (even if the alert proves to be untrue) from dismissal and any other form of reprisals, threats or hostile action.

For further details and the complete process, please see the Whistleblowing Policy

#### WHO can be a Whistleblower?

Each individual with a work-related connection, direct or indirect, to the activities of D'leteren. This means not only individuals within D'leteren (e.g. employees, temporary workers, ...) but also its professional partners (dealers, customers, suppliers, contractors, ...) or people around the Whistleblower (family, friend, neighbour, colleague,...).



### Speak up! HOW can an alert be reported?

- a) **Preferably**, talk to, write or call your line manager. Alternatively, contact HR or the Risk, Compliance and Whistleblowing Officer.
- b) Feeling uncomfortable? Then use the internal Integrity Alert System (click here or scan below QR Code) a digital platform that allows you to report any violations, anonymouslyor not, in a safe environment.
- c) Whistleblowers also have the option of addressing their concerns directly to an **external body** (competent authority) through an external reporting channel.





#### WHAT alerts can be reported?

You can report any breach of our integrity and compliance.



#### A breach means:

- A failure or a violation, actual or potential, through action or omission,
- proven or suspected, present or past,
- which you have witnessed, of which you have been the victim or about which you have heard
- in the course of your work or professional relationships, irrespective of the location.

#### Of our integrity and compliance means:

All of our principles, values and commitments, as well as all the rules which apply to our activities. These include:

- Our values and our Code of Ethics 'The Way We Work'
- Legislation and regulations
- Our internal procedures
- Our commitments to partners and third parties

