

Dear Stakeholder,

as you may know, MAFIN S.r.l. in compliance with the provisions of the law and with a view to guaranteeing correctness and transparency in the conduct of its business, it has set up a "Whistleblowing" computer system, available to anyone who wants to report situations relevant to the purposes of the law or internal regulations.

With the present document, we want to give you the instructions to follow to submit the report. The video tutorial will be sent to you with the login credentials in the first communication and it is also available at the following link: <https://www.opendotcom.it/whistleblowing/video/spot-whistleblowing/17617>.

CHARACTERISTICS OF THE REPORT

The report must refer solely to breaches of the law or of internal procedures and regulations, including the Code of Ethics, therefore, reports concerning complaints, personal requests or, more generally, irrelevant circumstances may not be taken into consideration.

The reports must be made in good faith, detailed and based on precise and concordant factual elements, also in order not to waste the effectiveness of the tool made available to you. Anyone who willfully or grossly negligent makes reports which subsequently turn out to be unfounded may be subject to disciplinary sanctions.

MANAGEMENT OF THE REPORTS

In order to protect as much as possible the "whistleblower" and the "signaled person", security measures have been adopted: regardless of the choice made by the "whistleblower" to make an anonymous or non-anonymous report, confidentiality of the whistleblower identity and also of the content of the report are guaranteed through secure protocols and cryptographic tools that protect personal data and information provided. The identity of the whistleblower is never disclosed without his consent, with the exception of the cases provided for by current legislation. The competent body for the management of reports is the Reporting Manager.

In addition to the information provided, we invite you to read the Whistleblowing Procedure issued by the Company.

HOW TO SUBMIT A REPORT

1. Access the link: <https://mafin.segnalazioni.eu>



Entity - WHISTLEBLOWING - Anonymous Reports Management

Click on "Send report" to notify offences or any information about incorrect behavior in your workplace. Follow the instructions.

Anonymous Report
Start Reporting Process

Have you already filed a report? Enter your receipt.

2. Proceed by clicking the " Start Reporting Process" button.



Entity - WHISTLEBLOWING - Anonymous Reports Management

Click on "Send report" to notify offences or any information about incorrect behavior in your workplace. Follow the instructions.

Anonymous Report
Start Reporting Process

Have you already filed a report? Enter your receipt.

3. Having read the Privacy information, the whistleblower will proceed by filling in the form. The fields marked with the symbol * are mandatory. Some fields are open and must have a maximum number of characters.

Before starting the reporting process, note what follow:

- Whistleblower's identity references should be removed from any attachments;
- At the end of the reporting process, you will get a unique identification code. Thanks to this code you will be able to access the report sent, read our replies, communicate with us and attach any other documents. We recommend that you save the code somewhere safe.

INFORMATION REGARDING THE PROCESSING OF PERSONAL DATA pursuant to articles 13 and 14 of Regulation (EU) 2016/679 IN RELATION TO "WHISTLEBLOWING" REPORTS

Through this disclosure, the ENTITY explains how it processes the data collected and what rights are granted to the interested parties pursuant to Regulation (EU) 2016/679, with regard to the protection of individuals data treatment and Legislative Decree 196/2003, with regard to the protection of personal data, as amended by Legislative Decree 101/2018.

1. Data controller
The data controller of personal data is the ENTITY, located at ADDRESS.
Pec: PEC

1 Preliminary Information 2 Additional Information

Remember to keep the unique identification code of the report carefully, as, in the event of loss, it cannot be recovered or duplicated in any way.

Reporting typology *
Select an option

Offences Typology *
Select an option

Offences Perpetrator *

Informed people

Date or Presumed Date *
gg/mm/aaaa

Detailed description of the facts (max 500 characters)

Next

4. It will be possible to proceed with the report.

a) anonymously ticking the relevant box:

1 Preliminary Information 2 Additional Information

Do you want to provide your personal information?
The Report Management procedure guarantees anonymity and confidentiality. Protection will be guaranteed as per art. 16 paragraph 4, Legislative Decree 24/2023. We point out that in case the name is not provided, it could be requested later by the report manager through the current platform. We therefore remind you to carefully keep the key code provided at the end of the process.

Yes
 No

Attachments
Upload Select a file or drag it here.

Previous Submit

b) or, in a non-anonymous form, but in any case, with the guarantees of confidentiality required by law:

1 Preliminary Information 2 Additional Information

Do you want to provide your personal information?
The Report Management procedure guarantees anonymity and confidentiality. Protection will be guaranteed as per art. 16 paragraph 4, Legislative Decree 24/2023. We point out that in case the name is not provided, it could be requested later by the report manager through the current platform. We therefore remind you to carefully keep the key code provided at the end of the process.

Yes
 No

Name * Surname *

Alternative contact method to the platform *

Attachments
Upload Select a file or drag it here.

Previous Submit

For any further questions or clarifications, please do not hesitate to contact your company manager.

Yours sincerely.

MAFIN S.r.l.