

Reporting violations in the JUB Group

As part of its commitment to ethics, integrity and transparency, JUB Group is providing this easily accessible **communication channel** for you to report: inappropriate behaviour or conduct, lawbreaking, failures to meet our commitments or breaches of internal procedures and rules.

In order to prevent and sanction illegal and unethical behaviour in the operations of companies from the JUB Group, we urge all individuals (internal and external whistleblowers) **who have suspected any irregularities or illegal actions** in the operations of the JUB Group or its employees to file a report.

This site is open to you whether **you're a JUB Employee** (permanent, temporary or occasional) **or Stakeholder** (supplier, customer, consumer or community member).

File a report

1. Reason for reporting the violation (incident):

- Mobbing
- Bullying or sexual harassment
- Other forms of inappropriate behaviour
- Bribery and corruption
- Fair play and conflict of interests
- Embezzlement, theft
- Health and safety
- Violation of legal or contractual rights of workers and other stakeholders
- Data protection (GDPR) and IT security
- Unfair competition & Antitrust issues
- Endangering the environment and ecology
- Violations of consumer rights
- Violation of other JUB Group rules
- Other misdemeanours or criminal acts

2. In which country did the incident occur?

3. When did the incident occur?

4. In your opinion, which persons are (directly or/and indirectly) responsible for the incident?

5. Description of the incident:

6. Have you already informed anyone about the incident or taken any other action?

7. If you have evidence (documents, photos) you can attach it:

8. If you wish, you can leave us a contact e-mail address:

I confirm the submission of the application and agree to the processing of my personal data (GDPR) for the purposes of processing this report.

The filed report send to e-mail adress: pravo@jub.eu.

FAQ:

Q: When and what should I report?

Contact us **if you suspect or become aware** of practices or incidents that violate: a current regulation in JUB Group, the Code of Conduct, the Rules for preventing Mobbing, Inappropriate behaviour Rules or any other JUB commitment or procedure.

Please submit the application without delay, because the application **will not have any negative consequences for you under any circumstances.**

Q: How am I protected as a whistleblower?

For the purposes of the investigation, JUB d.o.o. collects and processes personal data of the applicant (if provided by the applicant) and personal data of other participants in the alleged conduct in accordance with the provisions of applicable regulations in the field of personal data protection (GDPR). The applicant is guaranteed anonymity and protection against retaliatory measures, but if he wants to receive an answer regarding the processing of the application, he can provide his information.

In the case of anonymous reports submitted via the online form, the system does not know your identity, but IP data is recorded, which can only be obtained by the competent authority, within the framework of legally defined procedures.

Applicants who wish to remain anonymous do not need to enter their personal information. In this case, we would like to point out that due to the possible lack of verifiable or additional information, it will not be possible to treat the reported case as a whole, or send feedback to the applicant.

We will immediately delete personal data that is not important for handling the individual case. If control procedures are initiated on the basis of an individual investigation, the data will be kept for 1 year after the completion of internal or judicial procedures.

The JUB Group guarantees each applicant the highest level of protection against any direct or indirect retaliation.

Q: Can I report anonymously?

We would encourage you to disclose your identity when filing the report as that can facilitate the investigation and appropriate response. However, if you prefer, you can decide to remain anonymous.

Q: What is the process after submitting my report?

All reports are processed as per the JUB Group procedure for receiving and processing reports. The person appointed to examine the report (general legal counsel) decides what should happen next and contacts you with any questions or requests for more information. You will be informed of the outcome of the investigation into the report (in case you give us your contact details). The investigation may take several weeks, particularly for complex cases.

Q: Who can I contact for additional clarification or information's regarding filing a report?

For all consultations and information, you can also contact the general legal counsel at any time on e-mail address: **pravo@jub.eu** or on phone **+ 386 1 588 41 11** or **+ 386 31 321 294**.