



GIM. BETTER INSIGHTS.

GIM Compliance Reporting Office – – Information sheet in accordance with the Whistleblower Protection Act (HinSchG)

1. Purpose of the reporting office

The GIM Compliance Reporting Office serves as a secure, confidential and legally compliant means for employees and external third parties to report violations in accordance with the Whistleblower Protection Act. Information about violations that are work-related and fall within the scope of Section 2 HinSchG can be reported.

2. What violations can be reported?

The following, among other things, can be reported:

- Criminal offences (e.g. theft, corruption).
- Certain offences punishable by fines, especially if they endanger life, limb or employee rights.
- Violations of occupational health and safety, environmental, consumer or data protection law. These categories are derived from Section 2 of the HinSchG..

3. Reporting channels

GIM provides several reporting channels:

Written report

Email: **compliance@g-i-m.com**

The email channel is operated in such a way that only authorised persons have access and confidentiality is maintained.

Face-to-face meeting

A personal meeting can be arranged on request.

4. Confidentiality

The identity of the person making the report and of all persons named in the report will be treated as strictly confidential. Access to reports is restricted to authorised internal reporting officers (Sections 8, 9, 12 HinSchG).

5. Procedure after receipt of a report

Confirmation of receipt

GIM will confirm receipt of the report **within 7 days**.



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Review & follow-up measures

The reporting office will review:

1. Whether the report falls within the scope of application.
2. Whether internal investigations need to be initiated.
3. Whether authorities need to be informed.

Feedback

The whistleblower will receive feedback on the measures taken or planned **within one month** at the latest.

6. Anonymous reports

GIM allows whistleblowers to submit reports **anonymously** if they wish (e.g. by post).

7. Protection against reprisals

Whistleblowers are protected by law against reprisals (Section 1 HinSchG). This means: no disadvantages, no dismissal, no discrimination due to a report.

8. Responsible internal reporting office

GIM's internal reporting office is operated by appropriately trained and independent compliance officers. They are obliged to:

- Act independently,
- Possess specialist knowledge,
- Ensure confidentiality.

9. External reporting offices

Whistleblowers may **alternatively** contact **external reporting offices directly**, in particular:

- Federal Office of Justice (BfJ)
- Federal Cartel Office

10. Data protection information

In accordance with the GDPR and HinSchG, personal data will only be processed for the purpose of:

- processing the report,
- investigating the violation,
- documenting legally required processes.

Legal basis: Sections 10, 12 HinSchG and Articles 6 and 9 GDPR (depending on the data category).

The storage period is limited to the duration of the proceedings and to the maximum period permitted by law.