

GLOBAL WHISTLEBLOWING POLICY

ATTACHMENT 1

Whistleblowing reporting channel instructions

Technoprobe S.p.A. has set up an internal reporting channel called "Parrot Whistleblowing".

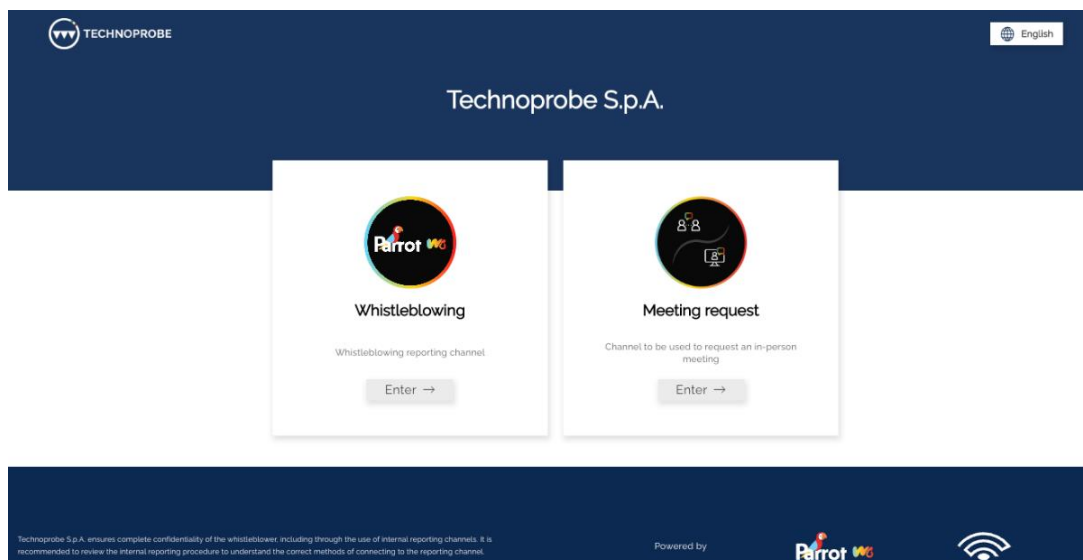
This communication is intended to inform you about the ways in which you can access the aforementioned reporting channel.

Method of access

Reports can be sent using the appropriate internal channel, which can be reached by typing the following URL: technoprobe.parrotwb.app made available by Technoprobe S.p.A.

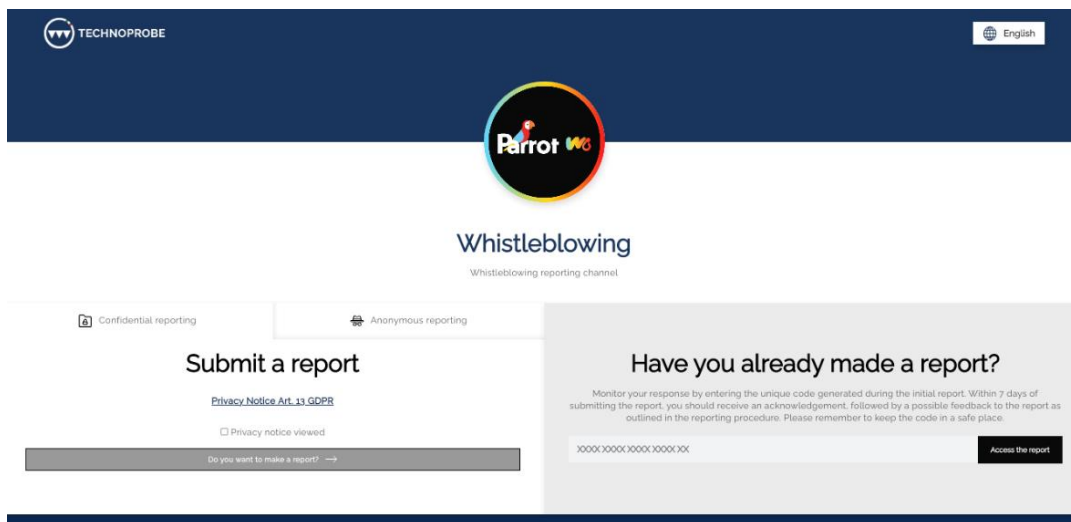
Below are the necessary steps that the reporting user must follow in order to finalize the submission of the report.

Pease note: in order to guarantee the confidentiality of the whistleblower's identity, it is advisable to make the report using a device that is in no way attributable to the company and not to use the internet connection (cable or Wi-Fi) provided by Technoprobe S.p.A.



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In order to be able to send a report, the whistleblower must click on the "Login" button of the channel to which the report is to be sent.
In particular, once you click on the button, the following screen will open:



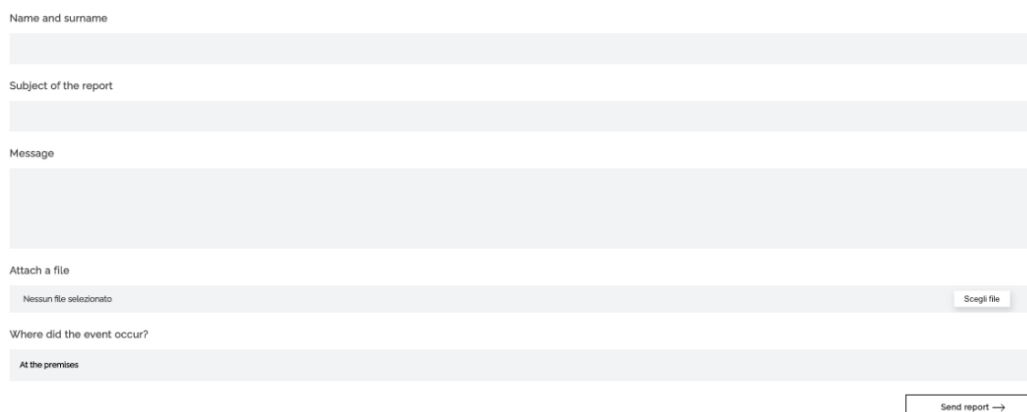
The screenshot shows the 'Whistleblowing reporting channel' interface. At the top, there is a dark blue header with the Technoprobe logo on the left and a language selector set to 'English' on the right. Below the header is a large circular logo for 'Parrot We'. The main content area is titled 'Whistleblowing' and 'Whistleblowing reporting channel'. It features two tabs: 'Confidential reporting' (selected) and 'Anonymous reporting'. Under the 'Confidential reporting' tab, there is a 'Submit a report' section with a link to 'Privacy Notice Art. 13 GDPR', a checkbox for 'Privacy notice viewed', and a button labeled 'Do you want to make a report? →'. To the right, there is a 'Have you already made a report?' section with a text input field containing a unique code and a button labeled 'Access the report'.

A. Confidential reporting:

To make a new report, the whistleblower must, after having read the information, click on the "Do you want to send a report?" button. The user will be informed with a specific disclaimer to read the "Global Whistleblowing Policy" adopted by Technoprobe S.p.A.. Subsequently, the user will then be directed to the page showing the reporting questionnaire in order to be able to proceed with sending the report.

Whistleblowing questionnaire

Please enter your report



The screenshot shows the 'Whistleblowing questionnaire' form. It includes the following fields and options:

- Name and surname:** A text input field.
- Subject of the report:** A text input field.
- Message:** A large text area for the report content.
- Attach a file:** A section with a text input field containing 'Nessun file selezionato' and a 'Scegli file' button.
- Where did the event occur?:** A section with a radio button selected for 'At the premises'.
- Send report →:** A button at the bottom right of the form.

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Collection of consent for communication of data to the reported person (if provided): within the questionnaire, the whistleblower may consent to the communication of his or her data to the reported subject after viewing the privacy information, after reading the privacy notice.

(Please note: before proceeding with the communication of the whistleblowers's data to the reported user, the recipient user must verify the identity of the reporting user by his own means).

B. Anonymous Reporting:

To make a new anonymous report, if provided, the whistleblower must click on the "Do you want to send an anonymous report?" button in the anonymous report section. The user will be informed with a specific disclaimer to read the "Global Whistleblowing Policy" adopted by Technoprobe S.p.A.

Subsequently, the user will then be directed to the page showing the reporting questionnaire in order to be able to proceed with sending the report.

We remind you that anonymity consists in the impossibility on the part of the Data Controller to be able to identify the reporting subject. To be able to guarantee this method of reporting, it is recommended to read the company procedure in the "anonymous reporting" section.

(Please note: If you do not want to be identified, please do not include references in the report that can directly and/or indirectly lead back to your identity).

Send report:

By pressing on "Send report", the system will return a code of no. 18 characters representing the **token** useful for monitoring the progress of the report.

(Please note: the reporting user is responsible for keeping the token, it is suggested to keep it in safe places outside the company systems. If the token is lost, it will no longer be possible to access the specific report and the user will have to send a new one report).

Store your receipt for reporting

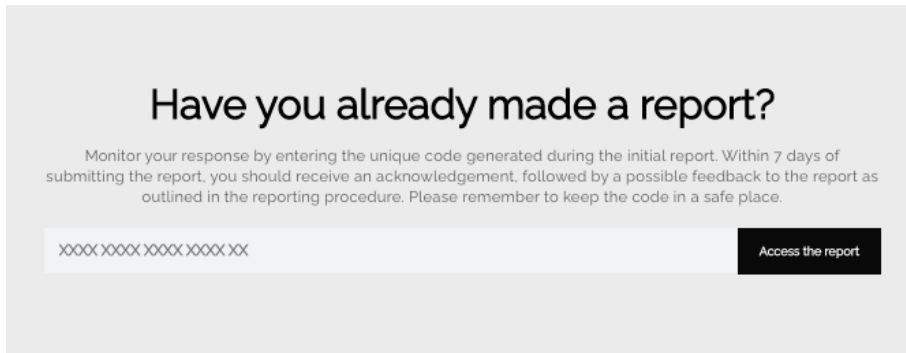
Access the report

Use the 18-character receipt to return and see any messages we've sent you or if you think there's anything else you should have attached.

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Report monitoring:

To check the progress of the report, the whistleblower must enter the token received in the "Have you already made a report?" section in the dedicated channel and click on "Access the report".



Have you already made a report?

Monitor your response by entering the unique code generated during the initial report. Within 7 days of submitting the report, you should receive an acknowledgement, followed by a possible feedback to the report as outlined in the reporting procedure. Please remember to keep the code in a safe place.

XXXX XXXX XXXX XXXX XX

Access the report

Monitoring the status of the report

This are the three statuses of the report:

1. **Processed**: it will be the responsibility of the whistleblower to access the platform (using the token) to verify the "*processed*" status of the report which must take place within n. 7 (seven) days from receipt of the report;
2. **Feedback to the report**: within n. 3 (three) months from the date of communication of taking charge or, in the absence of such notice, from the expiry of the term of n. 7 (seven) days from the sending of the report, a feedback will be provided to the reporting person by the company Technoprobe S.p.A. informing him of the actions taken;
3. **Closure of the report**: following the outcome of the investigations, Technoprobe S.p.A. will proceed to close the report.