

WHISTLEBLOWER – HOOKED APS

1. Who does the Policy apply to?

1.1. This policy applies to all employees at Hooked ApS.

1.1.1. Furthermore, this policy applies to all Hooked customers, partners and others who have interacted with Hooked.

2. Objective and purpose

2.1. Hooked is committed to maintaining a workplace that is right to our employees, customers, partners, and the society in general.

2.2. Hooked expects all employees to always share concerns with their direct manager or with HR.

2.3. The Whistleblower policy is here to ensure that all Hooked employees as well as customers, partners and others have a channel where they can report any potential breaches of laws or regulations applicable to Hooked ApS.

3. What can be reported through the Whistleblower scheme?

3.1. Any concerns regarding breaches of laws and regulations as well as breaches of Hooked's internal policies or standards and other serious matters.

3.2. Hooked encourages all to raise concerns on potential breaches which have occurred, or most likely have occurred, within Hooked ApS's organization or otherwise in relation to the Hooked employees' performance of their work.

3.3. Examples of concerns that can be reported through the whistleblower scheme are breaches of laws regulations as well as breaches of Hooked's sexism and harassment policy and other serious concerns.

3.4. Matters which regards each employee's individual employment engagement, employment terms, breach of the policies in Employee Handbook etc. are not covered by the whistleblower policy and should not be reported through the whistleblower scheme. Such concerns should however be raised with each employee's manager or HR.

4. How to report through the Whistleblower scheme?

4.1. It's possible to report under the whistleblower scheme via our system "Walor". You can do that by using the link or QR-code in the bottom of this document.

4.2. The identity of the whistleblower will be kept confidential and only the whistleblower-group will have access to the identity of the whistleblower

4.3. It's possible to make a reporting through the Whistleblower scheme anonymously. The reporting that is made anonymously can't get any response, follow-up or any kind of communication from Whistleblower-Group

5. Handling of a Whistleblower reporting

5.1. Who receives and handles reporting under the Whistleblower scheme?

When reporting you will need to choose Hookeds HR Manager as your caseworker, UNLESS the reporting is about the HR Manager, then you can choose another caseworker for your case.

5.2. The Whistleblower-Group might contact the Whistleblower during the investigation of the concern raised in order to make sure the investigation is done thoroughly.

The Whistleblower will receive a receipt of a reporting latest 7 days after the reporting is made. Furthermore the Whistleblower will receive feedback as soon as possible and latest 3 month after reporting.

Use this link or QR-code to make your Whistleblower report:

<http://app.whistleblower.walor.io/organization/i6TxGinvugYhM0QXQQ7nm7i/whistleblower>

