Rules of Procedure of the central Reporting System of Storck Group

1. Task of the central Reporting Office

The central Reporting Office is located at August Storck KG and assigned to the Corporate Affairs department.

The Storck Group's central Reporting Office is responsible for accepting and reviewing reports of serious legal or regulatory violations that affect the companies of the Group, their business partners or suppliers along the entire supply chain. The reporting officers decide on follow-up measures if the report of a possible violation appears plausible.

The processing and storage of reports shall be subject to German law, unless other standards are mandatorily applicable.

The central Reporting Office performs the tasks of the internal reporting office of August Storck KG and the joint internal reporting office of the following German Storck companies:

Storck Deutschland KG

Condetta GmbH & Co. KG Storck Industrie-Service

Storck Schokoladen KG

Helmut Löser GmbH & Co KG Waffelfabrik

Within the scope of these tasks, the central Reporting Office processes qualified reports concerning these companies. If a report of a violation appears plausible, the Reporting Office decides on follow-up measures.

2. Reporting channels

Via the digital reporting system, which is available online at any time at storck.integrityline.com, anyone, in particular employees, business partners and other persons, can submit reports, also while maintaining anonymity. The digital reporting system makes it possible for the appointed reporting officers to receive and follow up on reports while maintaining confidentiality and integrity.

In addition, there are the following further options for contacting the central Reporting Office:

- Mailing address: (August Storck KG, Attn: Central Reporting Office, Waldstrasse 27, 13403 Berlin, Germany)

3. Qualified reports

The reporting officers examine indications of violations of serious legal and regulatory violations. These are, in particular, violations of standards subject to criminal penalties or fines, as well as human rights violations or serious environmental breaches of duty that affect the corporate group, its business partners or suppliers.

Relevant are, for example, violations of legal norms from the following areas:

- Corruption, bribery and money laundering
- Product safety and food safety
- Environmental protection
- Consumer protection
- Antitrust and competition law
- Violations of the prohibition of child labour, forced labour or similar forms of domination or oppression in the work environment
- Serious discrimination in the employment context
- Serious violations of occupational safety

and similar serious violations.

The reporting officers also processes anonymous reports.

The report can also refer to the suspicion of a violation. The reporting person can trust that his or her identity will be kept strictly confidential. Reports that deliberately contain untrue information are not subject to the requirement of confidentiality and may be subject to fines or penalties.

4. Course of the procedure

Written or oral reports can be submitted via the above-mentioned reporting channels. Personal appointments can also be made with the Reporting Office.

Anonymous reports via text or voice message are also possible via the digital reporting system, which is available online at storck.integrityline.com at any time. The voice messages are alienated so that the reporting person's voice is not recognisable. To make a report, the reporting person must open a secure mailbox. This enables further communication between the reporting person and the reporting officer even while maintaining anonymity. When opening a secure mailbox, the reporting person receives a case number and chooses a password that allows further access to the mailbox.

Regardless of the reporting channel chosen, the reporting person receives an acknowledgement of receipt within seven days of submitting the first report. If necessary, the reporting officer will ask the reporting person questions about the facts of the case and check the report for plausibility. After three months at the latest, the reporting person receives feedback as to whether and what follow-up measures will be taken or whether the proceedings will be discontinued.

5. Protection of reporting person

The identity of the reporting person is subject to the requirement of confidentiality and is only known to the mandated reporting officers. The reporting person is also subject to comprehensive legal protection against retaliation measures.

The reporting person will not face retaliation or adverse consequences as a result of their report. In particular, employees who make a report will not suffer any adverse consequences with respect to their employment.

6. Extinguishing concept

The reports are documented in the digital reporting system and deleted in accordance with the statutory deletion periods. For reports that fall under the German Reporting Persons Protection Act (Hinweisgeberschutzgesetz, HinSchG), these are three years after the conclusion of the procedure. For reports that fall under the scope of application of the German Supply Chain Act (Lieferkettensorgfaltspflichtengesetz, LkSG), a period of seven years applies from the creation of the documentation.

As of 01/01/2023