

MANUAL FOR THE USE OF THE INTERNAL INFORMATION CHANNEL

"Targatis is the only internal channel of CHEMIEURO, so it is the preferred channel for reporting actions or omissions that may constitute a serious or very serious criminal or administrative offence or infringement of European Union law as established by the Whistleblower Protection Act".

1.- How can I communicate information of which I am aware?

- a. By filling in the web form <https://comunicaciones.targatis.com/es> available at:
 - Web
- b. By e-mail to: chemieuro@targatis.com
- c. By sending postal correspondence to:
Waterwhale Europe, S.L.P.,
A/A CHEMIEURO
C/ María Zambrano, 31, Torre Oeste, P13, 50.018
Zaragoza (Spain)
- d. By telephone on (+34) 976 32 23 23 61. Opening hours: Mon-Thurs from 8:00h to 17:00h and Fri from 8:00h to 14:00h.
- e. By requesting a face-to-face meeting to be held within 7 days of receipt of the meeting request.

2.-How can I communicate information through the "Targatis" form?

The TARGATIS Online Form should be accessed via the following link <https://comunicaciones.targatis.com/es>.

Through the form, communications can be made both confidentially and anonymously.

1.- On a confidential basis

Sufficient fields shall be filled in to identify the reporter and to be able to communicate with him/her:

Datos del informante

Nombre (opcional)

Apellidos (opcional)

Teléfono móvil (opcional)

Email (opcional)

Empresa (opcional)

This information will in no case be disclosed to the company and will be kept confidential by the Waterwhale Law Firm.

2.- Anonymously

To ensure anonymity, the respondent should not fill in any field in the above heading.

Subsequently, the fields on the persons involved in the complaint, the company complained of and the description of the facts will be filled in.

Información sobre la comunicación

Nombre del implicado (opcional)

Apellidos del implicado (opcional)

Otras personas implicadas (opcional)

Empresa (requerido)

Descripción de los hechos (requerido)

Factual information and evidence

Next, the informant should indicate whether the reported event is going to occur or has already occurred; the ways in which he/she has learned about the event and whether there are other persons who know about the event.

You should also attach any evidence you have of the information reported if you have it, and you may upload the files if they have documentary support.

Finally, select the section on data processing, for which information is provided below, and click on submit.

Información sobre los hechos

¿El hecho comunicado ya ha ocurrido?

Elige una opción (requerido)

¿Como lo has conocido? (requerido)

¿Hay otras personas que conozcan los hechos? (requerido)

¿Hay pruebas que apoyen los hechos?, en caso afirmativo aportar

Elige una opción (requerido)

Pruebas aportadas

Seleccionar archivo

nada seleccionado

☐ Reconozco haber sido informado del tratamiento de mis datos para las finalidades indicadas

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4.- Obtaining the locator

Once the communication has been sent, the informant will obtain:

- A unique locator: composed of a randomly generated alphanumeric code. Example: GEN-168389782
- A unique password: composed of a randomly generated alphanumeric code. Example: UQNAEog

The anonymous informant **must keep both the locator and the password**, being the only person who will have them. Both elements are unique and unrepeatable, so their conservation is mandatory in order to be able to access the status of the communication and establish contact with the team of lawyers of Waterwhale Europe, S.L.P.

In the case of confidential communications, Waterwhale will be able to communicate not only through the platform with the locator, but also through the channels indicated by the informant, i.e. telephone or email.

5.- Management of the incident and communication with Waterwhale's lawyers:

In order to manage the incident, provide new information, communicate with Waterwhale's team of lawyers or consult Waterwhale's communications on the management of the communication **anonymously**, the informant must enter the locator and password obtained in the registration form available at the following link <https://comunicaciones.targatis.com/es/seguimiento>.

| If you have any questions about the use of this channel, please contact info@targatis.com.