

# BERGS

## Whistleblowing

Bergs wants to promote responsibility, commitment and honesty.

To ensure this, Bergs has established an opportunity for the Group's employees, business partners and other stakeholders to report any serious and sensitive irregularities such as corruption, bribery and mischief that could have a detrimental effect on Berg's business operations and that, due to their content, cannot be reported according to normal procedures. The aim is to have an open and secure channel for those who suspect maladministration.

First of all, we encourage our employees to talk to their immediate supervisor, but there may be situations where this is not appropriate or the person wants to remain anonymous. In such situations, the company wants to facilitate reporting so that everyone can feel safe and also be able to report anonymously via this channel, which also includes external stakeholders.

Examples of irregularities and misconduct that can be reported are:

- Concern illegal activities
- Conflict of interest
- Financial Fraud
- Bribery and corruption
- Infringement of competition law
- Serious threats to the environment, health and safety
- Disloyalty
- Discrimination, bullying and harassment
- Activities which, other than by law, treaty or agreement, are to be regarded as seriously inappropriate

The whistleblowing function is **not** intended to report minor internal misconduct or general dissatisfaction and complaints. Comments of this nature are handled via Berg's regular reporting channels.

The whistleblowing function shall be used to report suspicions of irregularities concerning persons in managerial positions or persons who have a key position within the organisation. In Bergs, the Board of Directors, Group Management, management, purchasing and sales organization are covered for all subsidiaries. If there is a suspicion of a crime, serious irregularities or maladministration, all reports, regardless of person, shall be assessed and handled as a matter of the Whistleblowing process.

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Submit your enrollment

There are three different ways to submit your notification:

- You can call 004676-112 96 88 in Swedish and English, SMS in all languages. The telephone number is linked to Johan Eliasson Miljö and Sustainability Manager Bergs.
- You can email [whistleblow@bergstimber.com](mailto:whistleblow@bergstimber.com) in any language, the recipients of the email are Johan Eliasson Environment and Sustainability Manager Bergs och Maria Berggren HR Bitus/WoodWorks
- You can also send your application by mail to the address in all languages:

Bergs Timber AB (publ)

Stora Torget 3

598 37 Vimmerby

ATTN: Johan Eliasson

It is important that you try to provide as much information as possible.

The notification should contain the following information:

- The type of irregularity you wish to report;
- Where these have taken place.
- When it happened. Enter the date and time and if there is any recurrence.
- Who or which individuals is involved.
- Optional contact information (e.g. name, phone number, email address)
- Documentation in any form if you have access to it, or if you know that there is documentation and if so what and where.
- Details of any other action you have taken in response to the irregularities;

All notifications are registered by the recipient, who also investigates the notification in accordance with the process description.

## GDPR

The information received through the system may contain sensitive personal data. The Personal Data Act contains rules for how such privacy sensitive personal data may be handled.

If you choose to provide your contact information, Berg has safe and clear procedures for how it is processed.

Contact information is used so that the recipient can communicate with you as a data provider and ask additional questions about an investigation and give you feedback.

You can of course be completely anonymous when you submit your application. We recommend that you contact us again to get follow-up on your case.

## Process Description

1. Notification. Receiving	<p>In order to ensure a secure system of protection for notifiers, Bergs has appointed Johan Eliasson and Maria Berggren as recipients of notifications. Notifications can be made by letter, email, phone call or SMS.</p> <p>Recipients make a check according to this process. Notifications that fall within the defined whistle function are investigated by designated recipients as above. Notifications are reported in IA systems by recipients.</p>
2. Investigation	<p>The designated recipients are responsible for the investigation. Investigation takes place as soon as practicable. The seriousness and complexity of a case affects how long it takes to investigate the issue.</p> <p>Reporting is made to the CEO/Board of Directors in accordance with the grandfather principle.</p>
3. Actions	<p>Depending on the nature of the notification, internal corrective and/or disciplinary action will be taken within Berg.</p> <p>A police report or a report to another authority must be made in case of suspicion of a crime.</p>
4. Follow-up	<p>Appointed recipients follow up on investigated cases and are responsible for overall reporting to the Board.</p>
5. Preventive Improvement	<p>Immediate deficiencies and errors must be rectified immediately.</p> <p>Anonymised statistics on the type of cases that are reported can be produced and used as a basis for preventive improvement work through the IA system.</p>