

## COMMUNICATION FORM - ETHICAL CHANNEL

### 1. INFORMANT DATA (optional – ENABLE ANONYMOUS REPORTING OPTION)

- Name and surname:
- DNI/NIE:
- Email:
- Contact telephone:
- Preferred means of communication:

Email  Telephone  Postal mail  Face-to-face meeting

### 2. IDENTIFICATION OF THE RELATIONSHIP WITH SOCIETY

Employee  Ex Employee  Supplier/Contractor  Client

Other (specify): [SPECIFY RELATIONSHIP]

### 3. STATEMENT OF FACTS

- Category of the complaint [DROP-DOWN TO INDICATE THE FOLLOWING]
  - Harassment, discrimination, mistreatment (based on sex, race, religion, sexual orientation, etc.)
  - Falsification of financial and accounting documentation; legal documentation; circumvention of internal controls)
  - Irregularities with suppliers and/or customers
  - Behavior of the governing body, senior management and/or employees
  - Work reasons
  - Influence peddling
  - Receiving stolen goods, money laundering, terrorist financing.
  - Crimes against the Public Treasury and Social Security
  - Scam
  - Computer crime
  - Environmental protection.
  - Public health
  - Industrial or intellectual property

- Bribery
- Others
- Date/period of the events:
- Place:
- Detailed description of the facts: [LEAVE SPACE FOR DESCRIPTION]
- How the reported facts came to your attention: [SPACE FOR DESCRIPTION]

#### **4. PEOPLE INVOLVED**

Name and position of the persons involved (if known): [SPACE FOR IDENTIFICATION]

Identification of other persons who may have knowledge of the facts [SPACE]

#### **5. DOCUMENTATION AND EVIDENCE**

Documentation/evidence is provided  No documentation provided

Description of the documentation provided: [SPACE FOR DESCRIPTION AND TO ENABLE FILE SELECTION]

#### **6. OTHER COMMUNICATIONS**

Have you previously reported these events through other channels?  Yes  No

If yes, please indicate:

- Channel used: [SPACE TO SPECIFY]
- Date:
- Result:

#### **7. STATEMENT OF TRUTH**

I declare that the information provided is true and I have evidence to support it.

I am aware that deliberately communicating false information could have legal consequences.

## **IMPORTANT INFORMATION**

Submitting this form involves the processing of personal data in accordance with Regulation (EU) 2016/679 and Organic Law 3/2018. PRAXIA ENERGY S.L. is the data controller. Its sole purpose is to process the report filed. Data will not be shared unless legally required to do so (public or judicial authorities).

The confidentiality of the informant's identity and the information provided is guaranteed.

The informant has the right to receive acknowledgment of receipt within a maximum of 7 days.

You will be informed of the outcome of the communication within a maximum of 3 months.

Use of this channel is protected against retaliation under the Law on the Protection of Persons Who Report Violations.

Date: