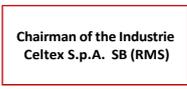
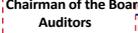
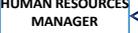
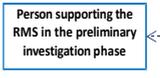
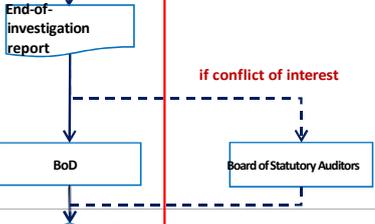
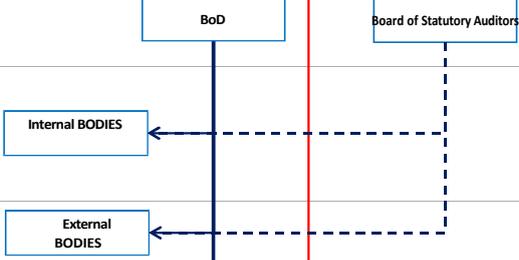


DESCRIPTION OF THE ACTIVITY	PROFESSIONAL FIGURE	FLOW
1 Identifying the Reporting Management Structure	Top Management	
2 Sending the Report. Indication of Facilitator, if any.	WHISTLEBLOWER	
3 Use of Forms and Tools envisaged by the Internal Channel set up by the Company	WHISTLEBLOWER	
4 Handling the report	REPORT MANAGEMENT STRUCTURE	
5 Handling the report in case of conflict of interest with the RMS	REPORT MANAGEMENT STRUCTURE	
6 Acknowledging receipt to the Whistleblower of the report and of the handling thereof within 7 days.	REPORT MANAGEMENT STRUCTURE	
7 <b>Pre-analysis:</b> Does the report fall within the cases envisaged by (It.) Leg. D no. 24/23, with reference to "Unlawful conduct relevant under It. Leg. D. 231/2001, violations of organisation and management models envisaged by (It.) Leg. D. no. 231/2001" and to the "Offences committed in violation of EU law and acts or omissions affecting the EU's financial interests"?	REPORT MANAGEMENT STRUCTURE	
8 Possible discussion with the identified internal contact person : Human Resources Department	REPORTING MANAGEMENT STRUCTURE	
9 Possible emergence of conflict of interest	REPORTING MANAGEMENT STRUCTURE	
10 <b>Preliminary investigation:</b> the activity is aimed at acquiring, in the utmost confidentiality, all useful elements to assess the report. The RMS may need to make use of other parties (internal and/or external) in order to complete the preliminary investigation.	REPORTING MANAGEMENT STRUCTURE	
11 <b>Evaluation and final outcome:</b> 1) the evaluation is carried out on the basis of the elements gathered during the preliminary investigation phase.  2) issue of the end of investigation report with evaluation of the contents of the report and its transmission to the relevant subjects.  3) Positive outcome = the report is true; Negative outcome = the report is unfounded.	REPORTING MANAGEMENT STRUCTURE	
12 4) Those to whom the final report is addressed make suggestions for the possible application of sanctioning procedures.  5) Communication to Internal Bodies for disciplinary measures under the Sanctions System. This phase could also be triggered in the event of a negative outcome, as the possibility of applying the sanctioning system to a person making a report in bad faith could be assessed.  6) Communication to relevant External bodies where deemed necessary.	BODIES RECEIVING THE OUTCOMES OF THE REPORTS	

DESCRIPTION OF THE ACTIVITY		PROFESSIONAL FIGURE	FLOW
13	<b>Archiving:</b> The final archiving of the documentation (max. 5 years) is the responsibility of the Structure designated for the management of Reports.	REPORT MANAGEMENT STRUCTURE	<pre> graph TD     A[Register of Reports] --&gt; B[RMS archive]     B --&gt; C[Status of the report]     C --&gt; B             </pre>
14	<b>Register of reports:</b> The Report Management Structure must keep an up-to-date register of the reports received, indicating the outcome of the reports.	REPORT MANAGEMENT STRUCTURE	
15	<b>Feedback</b> to the Whistleblower on the status of the report within <b>3 months</b> .	REPORT MANAGEMENT STRUCTURE	