 time to clear the air	UNI/PdR 125 SIGNAL FORM.	PDR_015
Revision: 00	Revision date: 04/12/2023	Page14

Recalling the operating procedure "*Report Management*" (Reference **PDR_007**), anyone wishing to report:

- situations of physical, verbal and digital abuse (harassment);
- Situations of sexual harassment;
- Violations of Brofind S.p.A.'s "Gender Equality Policy."
- Violations of Brofind S.p.A.'s existing system of rules, procedures and Policies;

may use this "*UNI/PdR 125 Reporting Form*," as an alternative to verbal communication through a statement made to the Reporting Committee and the channel made available by Brofind S.p.A. (<https://brofind.signaethic.it/signaethic/home>), in order to submit the relevant Report.


It is reminded that Brofind S.p.A. protects the employee(s) or anyone else making the report and that the report must be made responsibly and consciously.

INSTRUCTIONS COMPILATION AND SUBMISSION

1) Anyone who wishes to make a Report regarding UNI/PdR 125:2022 (Gender Equality) aspects should fill in the "**Part 2**" and "**Part 3**" fields and possibly also the "**Part 1**" field if they wish to make their identity known. Otherwise, you may leave the "**Part 1**" field blank if you wish to remain anonymous.

2) After completing this form, the Reporter:

- can send the "*UNI/PdR 125 Reporting Form*" (Reference **PDR_015**) to the following e- mail address: csr@brofind.com;
- can send an envelope marked "*Confidential/Personal - For the attention of the Committee. Brofind S.p.A. reports*," by mail (**Viale Stelvio 5, Milan (MI) 25041**).
Two envelopes should be placed inside the envelope in order to separate the identifying data of the Signaling from Signaling, both sealed:
 - the first envelope with the identifying data of the Reporting Officer together with a photocopy of the identification document. As an alternative to the photocopy of the ID, report a telephone number that can be contacted;
 - The second envelope with the "*UNI/PdR 125 Reporting Form*" (Reference **PDR_015**).
- may hand-deliver an envelope marked "*Confidential/Personal - For the attention of the Brofind S.p.A. Reporting Committee*" (by placing the envelope in the mailbox located at the Brofind S.p.A. headquarters).
Two envelopes should be placed inside the envelope in order to separate the identifying data of the Signaling from Signaling, both sealed:
 - the first envelope with the identifying data of the Reporting Officer together with a photocopy of the identification document. As an alternative to the photocopy of the ID, report a telephone number that can be contacted;
 - The second envelope with the "*UNI/PdR 125 Reporting Form*" (Reference **PDR_015**).

 time to clear the air	UNI/PdR 125 SIGNAL FORM.	PDR_015
Revision: 00	Revision date: 04/12/2023	Page24

PART 1 - PERSONAL DATA OF THE REPORTER
 (Completion of the fields below is not mandatory.
 However, for any further investigation of the Report, we request that at least the field
 "Phone")

First and last name of the reporter	
Company name <i>(If the reporter is not an employee of Brofind)</i>	
Occupation/function	
Phone	
E-mail address	

PART 2 - REPORTING

Check one or more boxes	1) harassment <input type="checkbox"/> 2) abuse <input type="checkbox"/> 3) abuse <input type="checkbox"/> 4) abuse <input type="checkbox"/> 5) harassment <input type="checkbox"/> 6) Violations of the "Gender Equality Policy" <input type="checkbox"/> 7) violations of the system of rules, procedures and <input type="checkbox"/>
Date event	
Event location	
Person(s) who has/have committed the act	
Possible stakeholders	
Ways in which he learned of the fact	

BROFIND [®] time to clear the air	UNI/PdR 125 SIGNAL FORM.	PDR_015
Revision: 00	Revision date: 04/12/2023	Page44

Date: _____