**Kreiss Whistleblower Complain Form**

1. **Description of the violation** - please provide the information you have about the alleged violation.

Mention specific facts or circumstances that indicate it (who, what, how, when, where), the persons involved, the positions of the persons involved**.**

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1. **The way of obtaining information:**
* I’m working in SIA Kreiss
* I’m a cooperation partner
* I used to work for SIA Kreiss and at that time I observed a possible violation
* Other connection
1. **Please provide evidence** – photos, documents, e-mail correspondence and other evidence, please mention attachments:

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| 1.2.3. |

1. **Please indicate what damage the mentioned violation causes or may cause to which public interests and which public representatives**.

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1. **Have you reported the violation before?**

o No, this is the first time you have reported

o Yes - *to whom and when did you report*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

o Other information

1. **Information about the submitter**

Date of completion

Name, surname

Contact information (phone number, email address)

1. **When submitting a whistleblower report**:
* I confirm that I consider the information provided in the report to be true and I understand that knowingly providing false information is not considered whistleblowing.
* I agree with the processing of my personal data.

If the report does not meet the requirements of the Whistleblower Policy and the Whistleblower Law and is not recognized as a whistleblower report, it will be considered as a private individual submission.

Signature

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| To be filled in by the responsible employee of SIA Kreiss Date of receipt Assigned code |