Annex 1

Whistleblowing rules

for the Joint Stock Company "Conexus Baltic Grid"

No INA-NOT-022

## Whistleblower report Form

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| Addressee **the Joint Stock Company "Conexus Baltic Grid"** |

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| **1.  Description of the violation** |
| *Provide the information you possess* ***regarding the alleged violation****. Mention the specific facts or circumstances that show this (e.g., date, place where the alleged violation was observed), the natural or legal persons involved, the job position of the persons involved. Indicate if you have any evidence (e.g., documents, photos, e-mail correspondence)* |
|  |
| **2. Method of obtaining information (relation to the work)** |
| **Your affiliation with the Joint Stock Company "Conexus Baltic Grid", where the violation occurred** (mark as appropriate):  I am an employee of the Joint Stock Company "Conexus Baltic Grid" I report[[1]](#footnote-1) on  I provide a service or carry out a specific work for the Joint Stock Company "Conexus Baltic Grid" I report on  I observed the potential violation upon establishing legal relationships with the Joint Stock Company "Conexus Baltic Grid"  other relationships (please specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **3. Please indicate what damage the alleged violation has caused or is likely to cause to the public interest[[2]](#footnote-2) (what interests?) and to which members of the public** |
|  |
| **4. Attached** |
| *Indicate the documents attached to the report which, in your opinion, confirm the alleged violation. If you stated that you have previously reported this violation, please attach the response received if any* |
|  |
| **5. Details of the submitter** |
| *Name, surname, personal identity number* |
| *Contact Information (address, e-mail, phone, e-address, or other information to contact you, including sending you a reply)* |
| **6. Date of submission** |

By submitting the whistleblower report, I:

|  |  |
| --- | --- |
| * consent to the processing of my personal data (registration of the report, verification of specified messages, and repeated communication with me) |  |
| * certify that I consider the information provided in this report to be true; |  |
| * am aware that deliberately providing untrue information may be punishable in accordance with the laws and regulations. |  |

**If my report is not recognised as a whistleblower report:**

|  |  |
| --- | --- |
| 1) I **agree** that my report **will be further processed as an application by an employee/natural person** (that means, according to the general procedure, and I have no guarantee of protection) |  |
| 2) **I don’t agree** that my report will be further processed as an application by an employee/natural person |  |

Application registration date \* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (signature \*)

\* Document details "signature” and "application registration date" shall not be completed if the document is signed with a secure electronic signature and contains a time stamp.

*To be completed by the Joint Stock Company "Conexus Baltic Grid"*

Date of registration of the application\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ no\_\_\_\_\_\_\_\_\_\_

**Information on future communication:**

* Within three days of the decision recognising your application as a whistleblower report, a reply on the decision will be sent to you (using the contact details indicated in point 5 of your report);
* If necessary for the consideration of the whistleblower report, you may be contacted for further information;
* If your application is recognised as a whistleblower report, you will be informed by the Joint Stock Company "Conexus Baltic Grid" within two months of the date on which your application is recognised as a whistleblower report;
* In case of uncertainty, you can contact the Head of Internal Audit Department of the Joint Stock Company "Conexus Baltic Grid".

1. For the purposes of this form, "employee" includes an officer of the Joint Stock Company "Conexus Baltic Grid". [↑](#footnote-ref-1)
2. Reporting only personal harm to interests or knowingly providing false information does not constitute whistleblowing. [↑](#footnote-ref-2)