

**REPORTING MANAGEMENT PROCEDURE
(WHISTLEBLOWING)**

ANNEX N. 2

Abioten Pharma S.p.A.

WHISTLEBLOWING PROCEDURE ANNEX N.2

REV00 08/23

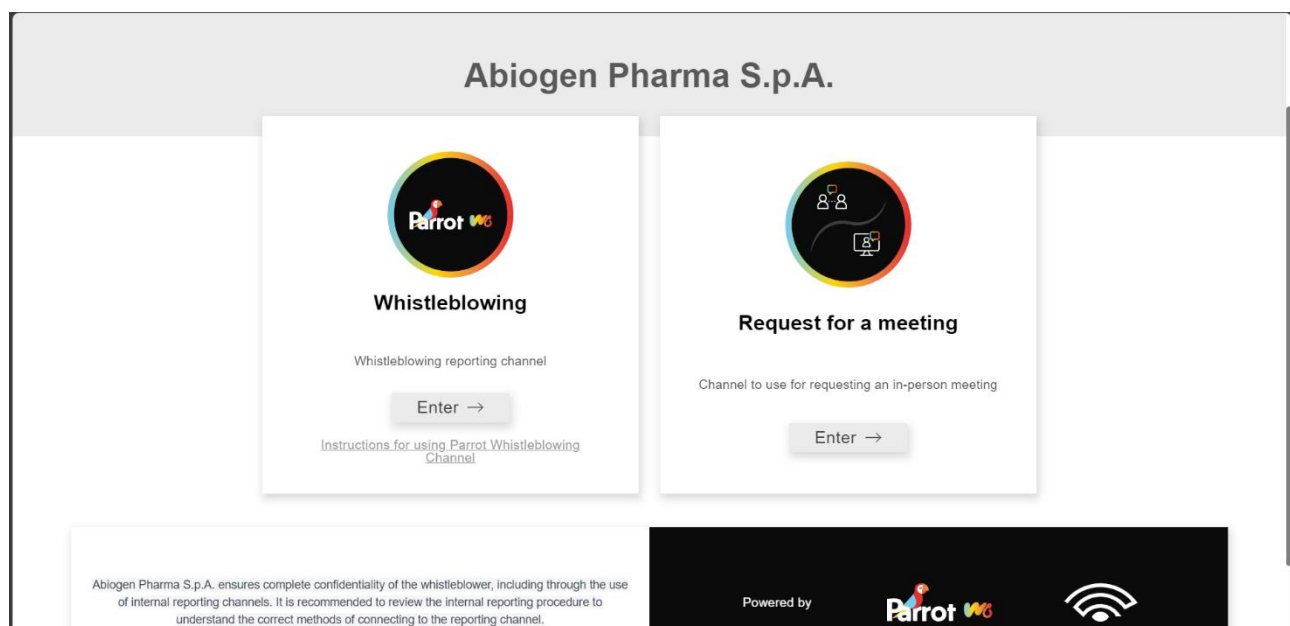
DESCRIPTION OF THE PROCEDURE FOR SUBMITTING A REPORT ON THE PARROT PLATFORM

Access methods

Reports can be submitted using the dedicated internal channel, accessible by typing the following URL: **abiogen.parrotwb.app** provided by **Abioten Pharma S.p.A.**

Below are the necessary steps that the reporting user must follow to complete the submission of the report.

Note: In order to guarantee the confidentiality of the whistleblower's identity, it is recommended to make the report using a device that is in no way linked to the company (Abioten Pharma S.p.A. assets) and not to use the internet connection (wired or Wi-Fi) provided by the company. Furthermore, to guarantee more protection to your privacy, it is recommended to use browsers with appropriate security settings.

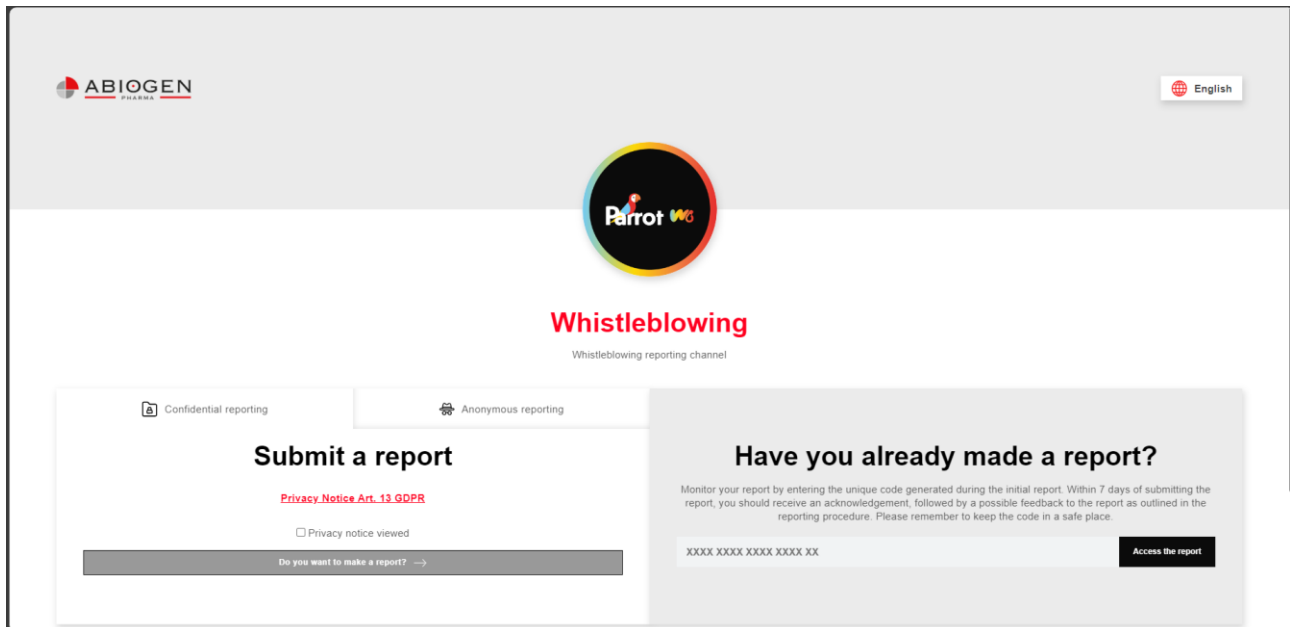


The reporting user, in order to submit a report, will need to click on the "Enter" button of the channel to which they want to send the report.

In particular, once clicked the button, the following screen will appear:

WHISTLEBLOWING PROCEDURE ANNEX N.2

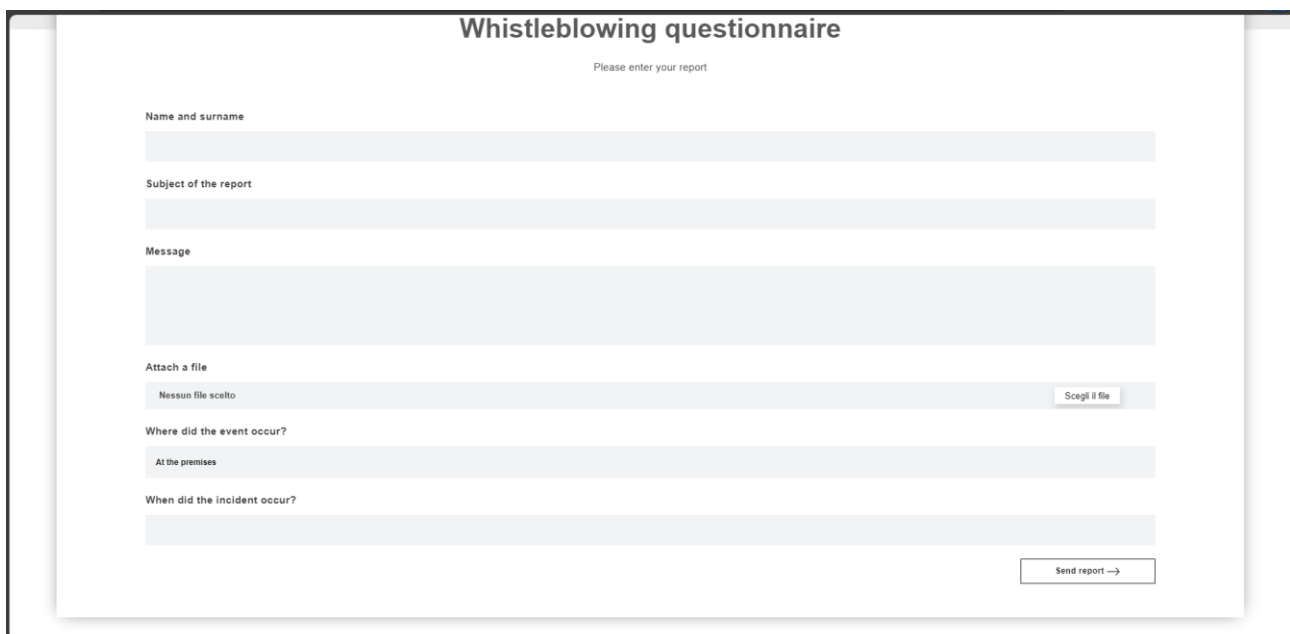
REV00 08/23



The screenshot shows the 'Whistleblowing' reporting channel interface. At the top left is the ABIOTEN PHARMA logo, and at the top right is a language selector set to 'English'. In the center, there is a circular logo with a parrot and the text 'Parrot' and 'Whistleblowing'. Below this, the text 'Whistleblowing reporting channel' is displayed. The interface is divided into two main sections. The left section is titled 'Submit a report' and includes a 'Confidential reporting' tab (selected) and an 'Anonymous reporting' tab. Below the tabs, there is a link for 'Privacy Notice Art. 13 GDPR' and a checkbox for 'Privacy notice viewed'. At the bottom of this section is a button that says 'Do you want to make a report? →'. The right section is titled 'Have you already made a report?' and contains a paragraph of text explaining the reporting process. Below the text is a text input field with a placeholder 'XXXX XXXX XXXX XXXX XX' and a button labeled 'Access the report'.

A. Method for submitting a report

To submit a new report, the reporting user, after reading the privacy policy, must click on the "Do you want to make a report?" button. The user will be informed, with a specific disclaimer, to examine the "Whistleblowing Procedure" adopted by **Abioten Pharma S.p.A.** Subsequently, the user will be directed to the page containing the reporting questionnaire in order to proceed with the submission of the report.



The screenshot shows the 'Whistleblowing questionnaire' form. The title 'Whistleblowing questionnaire' is centered at the top, with the instruction 'Please enter your report' below it. The form consists of several input fields: 'Name and surname', 'Subject of the report', and 'Message'. Below these is an 'Attach a file' section with a text input field containing 'Nessun file scelto' and a button labeled 'Scegli il file'. There are two more questions: 'Where did the event occur?' with a dropdown menu showing 'At the premises', and 'When did the incident occur?' with a text input field. At the bottom right of the form is a button labeled 'Send report →'.

WHISTLEBLOWING PROCEDURE

ANNEX N.2

REV00 08/23

If it becomes necessary to communicate the identity of the whistleblower to persons other than those responsible for receiving or following up on reports, SGS may request consent for such communication through the platform. The reporting user may provide consent within the designated area after being informed of the reasons.

Note: Before proceeding with the communication of the reporting user's data to the reported party, SGS must verify the identity of the reporting user.

B. Submission of an anonymous report

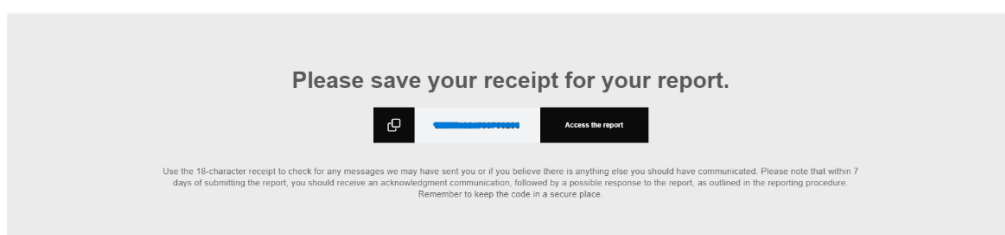
To submit a new anonymous report, the reporting user must click on the button in the anonymous reporting section "Do you want to make a report?". The user will be informed, with a specific disclaimer, to read the "Whistleblowing Procedure" adopted by **Abioten Pharma S.p.A.** Subsequently, the user will be directed to the page containing the reporting questionnaire to proceed with the submission of the report.

It should be reminded that anonymity means that it is impossible to identify the whistleblower for the Data Controller. To guarantee this reporting method, it is recommended to read the company procedure in the "anonymous reporting" section.

Submit a report:

By clicking on "Send Report", the system will provide an 18-character code representing the **token** used to monitor the progress of the report.

Note: The safekeeping of the token is a responsibility of the reporting user; it is recommended to keep it in secure locations, outside of company systems. In case of loss, it will no longer be possible to access the specific report, and the user will need to submit a new report.



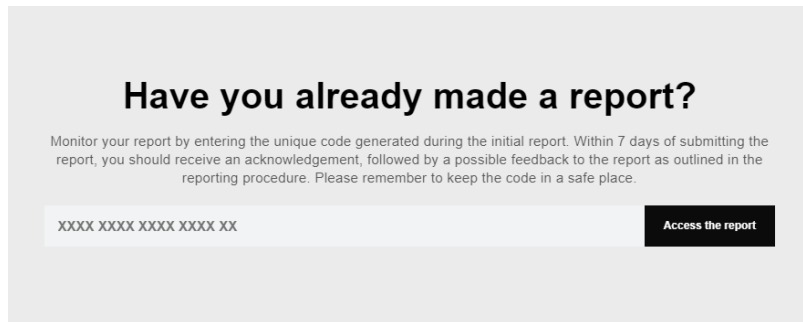
Report monitoring:

To check the progress of the report, the reporting user should enter the token received in the section "Have you already made a report?" in the dedicated channel and click on "Access the report".

WHISTLEBLOWING PROCEDURE

ANNEX N.2

REV00 08/23



"Monitor your report by entering the unique code generated during your initial report. Within 7 days of submitting the report, you should receive an acknowledgement, followed by a possible feedback to the report, as outlined in the reporting procedure. Please remember to keep the code in a safe place."

Tracking the progress of the report

Below are the four main states of the report:

1. **Acknowledgment:** it will be the responsibility of the reporting user to access the platform (using the token) and check the "*acknowledgment*" status of the report, which should occur within 7 (seven) days of receiving the report.
2. **Feedback on the Report:** within 3 (three) months from the date of acknowledgment communication or, in the absence of such notice, within 7 (seven) days from the report submission, a feedback will be provided to the reporting user by SGS of **Abiogen Pharma S.p.A.**
3. **Consent on hold:** the recipient may request consent. Periodically check the section in your area "Have you already made a report?" for such a request until you receive notification of the report's closure.
4. **Closure of the Report:** following the investigations, SGS will provide final feedback to the reporting user and close the report.