



5.3 Further processing of the notification

If the report passes the detailed examination, the facts of the case are forwarded anonymously to the relevant departments in the company, but only with the prior consent of the whistleblower. When discussing the facts of the case, the complaints office exchanges information with the whistleblower and asks for further information if necessary.

If, in the opinion of the complaints office and/or the competent body, no violations of corporate due diligence obligations or laws by Fude + Serrahn or suppliers can be identified in the course of the fact-finding, investigation and discussion, the report will be closed and, if possible, the whistleblower will be informed.

5.4 Follow-up measures

If, in the opinion of the complaints office and/or the competent body, the clarification of the facts reveals a breach of corporate due diligence obligations or laws, the further course of action will be coordinated, if possible and appropriate, with the involvement of the whistleblower (especially with regard to preventive or remedial measures).

5.5 Implementation of follow-up measures

The complaints office and/or the responsible office are responsible for following up the agreed measures.

5.6 Conclusion of the procedure

The whistleblower will be informed of the current status of the procedure, such as planned or implemented follow-up measures, after three months at the latest. In general, the processing time can vary greatly from a few days to several months, depending on the circumstances. Nevertheless, we endeavor to complete the investigation as quickly as possible.

6. Protection from reprisals

A whistleblower must not be subject to reprisals. They must not have to fear any adverse consequences under employment, civil or criminal law, even if a report subsequently turns out to be unjustified.

This does not apply if the complaints procedure is misused by presenting untrue facts, for example to deliberately damage a person's reputation. Fude + Serrahn reserves the right to take legal action in this case and for reports that contain grossly negligent or deliberately untrue information.