

KANZAN Spezialpapiere GmbH has mandated Dr. von Coelln as external ombudsperson.

Employees of KANZAN Spezialpapiere GmbH and its business partners can contact this neutral body that is particularly protected by the lawyer's duty of confidentiality either anonymously or by giving their name, if they observe a potential violation of applicable legal provisions or of the internal business rules by an employee of KANZAN Spezialpapiere GmbH. The ombudsperson will contact the reporter within one week of receiving the report.

The reporter does not incur any costs through correspondence with the ombudsperson – from the initial contact to the completion of the processing of the report. The ombudsperson checks the reports for plausibility and, if there is sufficient suspicion of a compliance or legal violation, forwards them to the responsible contact person at KANZAN Spezialpapiere GmbH after consulting with the reporter. If requested, the anonymity of the reporter will be preserved towards KANZAN Spezialpapiere GmbH. The identity of the reporter will not be investigated. KANZAN Spezialpapiere GmbH has no claim against the ombudsperson for the release of documents that she receives from the reporter or that she produces herself in connection with the processing of the report. The company's internal contact person will investigate the matter – if necessary with the support of the ombudsperson – and inform the ombudsperson of the progress and outcome of the investigation. The reporter will also be informed of the outcome of the investigation (insofar as this is legally permissible) generally within 3 months (but at the latest within 6 months) after handing in the report.

The ombudsperson is available to receive further information from the reporter and, if necessary, will address additional questions to the reporter arising from the internal investigations. In doing so, she shall also take into account the interests of the employees concerned and the regulations on data protection.

In agreement with the internal contact person, the ombudsperson may involve investigating authorities.

Insofar as the reporter himself has acted lawfully, KANZAN Spezialpapiere GmbH will not take action against him/her or disadvantage him/her on the basis of his/her report.

You can reach Dr. von Coelln in her function as ombudsperson of KANZAN Spezialpapiere GmbH as follows:

Phone: +49 211 44 03 57 71

Fax: +49 211 44 03 57 77

Email: kanzan-ombudsperson@hvc-strafrecht.de