



Rules of Procedure for the complaints procedure pursuant to §8 Act on Corporate Due Diligence Obligations in Supply Chains (Lieferkettensorgfaltspflichtengesetz, LkSG)

These Rules of Procedure provide information on the main features of the complaints procedure, access to the procedure and its availability, as well as the responsibilities. Furthermore, it also provides information on what happens with incoming notices and complaints (hereinafter referred to as 'notices'), i.e. how the complaints procedure is carried out.

What is the subject of the complaints procedure?

This complaints procedure enables persons and groups of persons to draw attention to

- human rights or environmental risks
- and violations of human rights or environmental obligations

that have arisen as a result of Würth Elektronik GmbH & Co. KG's business activities in its own business area or within Würth Elektronik GmbH & Co. KG's supply chain.

In these areas, any suspicion of an actual or probable violation as well as possible risks can be reported.

Who can give a notice?

Any person or group of persons in Germany or abroad can submit notices.

How can a notice be submitted?

A report can be submitted via the following channels:

- E-mail: ivanka.volpp@we-online.de
- Online application form: <https://www.we-online.com/en/company/legalinformation/compliance>
- By post (even without a sender): Würth Elektronik GmbH & Co. KG

Attn. Ivanka Volpp (personal / confidential)
Salzstraße 21
74676 Niedernhall
Deutschland



Who processes these notices?

The persons responsible for processing the information are selected employees of the Compliance Department of Würth Elektronik GmbH & Co. KG. In their work, these employees are:

- independent,
- impartial,
- not bound by instructions and
- obliged to secrecy.

What happens when a notice is received?

After submitting a notice by e-mail or using the online application form, each whistleblower will receive a confirmation of receipt upon receipt of the report. An acknowledgement of receipt cannot be sent for anonymous letters. All reports are reviewed internally by the Compliance Department of Würth Elektronik GmbH & Co. KG internally.

What procedural steps follow?

After receiving a notice, it is first checked for plausibility by an employee of the Compliance department, in particular with regard to relevant human rights or environmental risks or the violation of human rights or environmental obligations. Once the validation has been completed, the person handling the report discusses the matter with the whistleblower and, if necessary, discusses the next steps. **If you wish to receive such feedback, please provide an e-mail address or a post office box that we can use to contact you.**

Processing will be carried out in strict confidence by an employee of the Compliance Department in compliance with data protection regulations. If you wish to remain anonymous during the further process, please ensure that you provide an anonymous e-mail address. In the event of a longer processing period, we will inform you of the current status of processing no later than three months after submission of the report.

Am I protected as a whistleblower?

Würth Elektronik GmbH & Co. KG does not tolerate any retaliation.

Persons who submit notices in good faith will not be penalised for doing so. If you believe that you or any other person has been retaliated against or victimised in any way for submitting a report, please notify us immediately through one of the reporting channels listed above.

We will investigate all plausible allegations of retaliation. Substantiated allegations of discrimination will be penalised as a compliance violation.

Confidentiality and data protection

All information and documents provided to us will of course be treated in strict confidence and in compliance with the relevant data protection regulations. The confidentiality of your identity is safeguarded, as is effective protection against any discrimination or penalisation.