

## POLAND

This country-specific appendix is an integral part of Bridgestone's Speak Up Policy and describes the local procedures under national law for the reporting of Local Concerns in Poland. The Speak Up Policy (including the protection from Retaliation) applies in full to the reporting under local procedures. In case of discrepancy, the rules set forth below shall prevail. Any capitalized terms not specifically defined in this sheet refer to the definitions in the Policy.

In addition to the definition provided in Appendix 2 to the Speak Up Policy, the term "Local Concerns" under Polish law includes (i) any threats to the health and life of employees and (ii) any acts or omissions of public interest which involve (a) a (risk of) violation of statutory regulations or internal company rules containing a concrete obligation and having been established by the company pursuant to a statutory regulation; (b) any improper conduct or failure to act resulting in danger to public health, to the safety of persons, to the environment, or to the proper functioning of a public service body or a company; or (c) any breaches that do not merely affect personal interests and have either a pattern or structural character, or are serious or extensive, as a result of which the public interest is at stake.

### 1. Internal Reporting

Pursuant to applicable laws, Bridgestone has set up a local reporting channel in the following Polish legal entities:

- Bridgestone Europe Branch in Poland, SSC in Poznan (BEBS)
- Bridgestone Stargard Sp. z o.o.
- Bridgestone Poznan Sp. z o.o.
- Bridgestone Europe NV/SA Branch in Poland Warsaw office (BSPS)
- Bridgestone Diversified Products Poland S.p. z o.o.
- Firestone Industrial Products Poland Sp. Z o.o.
- Webfleet Solutions Development Poland Sp. z o.o.
- Webfleet Solutions Poland Sp. z o.o.

Reporters can submit their Local Concerns using the local reporting channel on the BridgeLine ([bridgestone-integrityline.org](https://bridgestone-integrityline.org)), **in writing or orally** (via the BridgeLine's phone messaging system). The Reporter can request, in writing or orally through the BridgeLine, a meeting with the Speak Up Officer within 14 calendar days of the submission of the request. Local Concerns that are reported orally directly through BridgeLine's phone messaging system shall be documented through the recording of the message in a secure, durable and accessible format. Local Concerns that are reported orally during a meeting with the local Speak Up Officer shall instead be documented, with the consent of the Reporter, through a transcript. The Reporter shall have the opportunity to review the minutes, request amendments, if necessary and approve the transcript of the conversation or the minutes of the conversation by signing them.

Reports can be made **anonymously**. Both identified and anonymous Reporters (identifiable or identified at a later stage) shall be fully protected from Retaliation under applicable laws and Bridgestone policies.

The Speak Up Officer shall, within 7 calendar days from the receipt of the Local Concern, (i) confirm receipt and (ii) provide to the Reporter, in a clear and accessible manner, information about the admissibility of the report and the procedure that will be followed.

Following the investigation, and within a reasonable period that shall not exceed 3 months from the date of confirmation that the Local Concern was received, the appointed Investigator shall provide the Reporter (i) information on the outcome of the investigation (i.e., whether the Local Concern was found to be substantiated) and, to the extent applicable, (ii) an overview of the corrective actions defined, and the grounds for such actions.

A register of the Local Concerns received is maintained in the BridgeLine. This register (including the contents of the Concerns and investigation) shall be kept for three years after the end of the calendar year in which the follow-up action

was completed or after the end of the procedures initiated by these activities and, regardless of such period, during any pending judicial or administrative proceedings relating to the reports.

The Speak Up Officer shall be authorised in writing to receive and verify reports, follow up and process the personal data in connection with the Local Concerns. The Speak Up Officer is obliged to maintain confidentiality with respect to the information and personal data he/she has obtained as part of receiving and verifying reports and taking follow-up actions, also after the termination of the employment relationship or other legal relationship under which he/she performed this work.

## **2. External reporting**

Reporters are always encouraged to report their Concerns internally first. Bridgestone is committed to address any reported Concerns and believes this can be done more effectively internally. However, **(i)** if you feel that internal measures are insufficient or **(ii)** if you have exhausted all internal procedures and the Local Concern was not addressed, external reporting remains possible. If you decide to report externally, you will be equally protected under applicable laws.

External reports can be submitted to the competent authorities identified under Polish laws, which is Commissioner for Human Rights and which, in accordance with their duties and powers, should or may have knowledge of the matter covered by the report. External reports can always be submitted through the external reporting channels of the Public Prosecution Office or the criminal police bodies (if the violation constitutes a crime), and the competent administrative authorities or the police and supervisory authorities (if it constitutes an administrative offence).

External Reports may be submitted in writing and/or verbally, also anonymously. Both identified and anonymous Reporters (identifiable or identified at a later stage) shall be fully protected from Retaliation under the applicable laws.