

Hyosung Advanced Materials

Whistleblowing Process

10th. Feb. 2023

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1. Purpose

- 1) Hyosung Advanced Materials strives to comply with law and regulations, eliminate unfair infringement of rights of both employees and stakeholders, and contribute to the establishment of a sound transaction order.
- 2) The purpose of the Whistleblowing Process is to enable employees of the Company (as defined below) who observe an unethical or improper practice (whether or not a violation of law, including but not limited to potential fraud, corruption or other serious wrongdoings, irregularities, and unsafe and unhealthy occupational tasks, to approach the 'Whistleblowing Center' without necessarily informing their line managers and without revealing their identity; provided however that in case the Whistleblower's identity is provided, Code of Ethics, Code of Ethics practice guidelines, human rights policy and principles shall ensure protection of such identity.
- 3) This process governs reporting and investigation of allegations of improper activities. In all instances, we determine when the circumstances warrant an investigation and, in conformity with the policy and applicable laws and regulations, the appropriate investigative process to be employed.
- 4) The reporting and investigation of allegations of improper activities under this Whistleblowing process may imply the processing of personal data within the meaning of Audit regulations or any other data privacy regulation. Where personal data will be processed, this will be done in accordance with relevant privacy law and regulations.

2. Scope

- 1) Not only employees of Hyosung Advanced Materials Co., Ltd., but also applied to companies or people who are not employees but act on behalf of Hyosung Advanced Materials. Co., Ltd.

3. Claims

- 1) Kindly report any violation of the Hyosung Code of Ethics and other violations made by our employees that you feel require reporting.
 - 1)-1. Violation of HAMC's Code of Ethics and related laws
 - 1)-2. Corruptions such as demand for and or receipt of money/compensations
 - 1)-3. Fair trade violations and other business related complaints
 - 1)-4. Workplace harassment
 - 1)-5. Employee grievance
 - 1)-6. Child and or forced labor
 - 1)-7. Lack of transparency in selecting suppliers
 - 1)-8. Supplier grievances

- 1)-9. Illegal and improper use of company assets
- 1)-10. Manipulation of documents and or false reporting
- 1)-11. Information security breaches
- 1)-12. Other illegal and unfair matters
- 1)-13. Safety and health-related accidents, risks, and concerns

4. Whistleblowing procedure

1) A disclosure may be reported to the Whistleblowing Process through any of the channels mentioned below.

1)-1. Through the following link (Hyosung Advanced Materials Website)

http://www.hyosungadvancedmaterials.com/kr/others/report_index.do

1)-2. By email to audit@hyosung.com

1)-3. Complaints against the Whistleblowing Process may be addressed to

hyosung_hr@hyosung.com

- 2) When a disclosure is reporting, a registration guide e-mail is sent to the person in charge, and at the same time, a report registration completion e-mail is sent to the the disclosure.
- 3) It may take a prescribed time till we answer for commencing the investigation because the contents of your report shall get through the preliminary procedures such as checking with related departments under the principle of protection of the informant.
- 4) The investigation is completed through objective fact relevance checking. The Subject has a responsibility not to interfere with the investigation. Evidence shall not be withheld, destroyed or tampered with, and witnesses shall not be influenced, coached or intimidated. Any such actions shall be liable for disciplinary proceedings.
- 5) The person in charge of the review submits, reports, and distributes the report on the investigation results along with the evidence to the Whistleblowing center.
- 6) The report shall be closed when the discipline is finalized according to the internal regulation after completion of the investigation. If necessary, legal action will be taken and then closed.
- 7) When the informant reports in real name and requests the result feedback expressly, the result of treatment shall be advised to the disclosure unless the legal right and interest of the company are prejudiced. Also it enables to check the progress after anonymous reporting.

5. Privacy and Protection

- 1) Hyosung Advanced Materials protects and supports informants based on code of ethics, code of ethics guidelines for practice and human rights policy and principle.
- 2) To invigorate reporting, we protect informants through secret guarantee, disadvantage prohibition, liability reduction.
- 3) Reporting Center do not disclose any information without the informant's consent and thoroughly protect the reporting information about related stakeholders.
- 4) We have a program to protect informants so that you can report without any disadvantages and retaliation. Also we provide protection to all those who cooperated in the investigation. (i.e. make statements or testimony, provide proofs and data, etc.) We ensure that whistleblowers are not disadvantaged or discriminated by the reason that you made a justifiable report.
- 5) In case the whistleblower or the person who cooperated face disadvantage due to reporting, they may request for correction and protection. Then the company shall take all measures to minimize the disadvantage.
- 6) In cases of voluntary reporting, the reporter may be lessened of his punishment despite of his wrong doings.
- 7) If and when (further) processing any personal data, the Whistleblowing center shall apply the principle of data minimization : the Whistleblowing center shall only (further) process personal information that is adequate, relevant and necessary, for the particular case.
- 8) Personal information is thoroughly protected until it is disposed of in accordance with the Personal information Protection Policy, and is destroyed in a non-recoverable manner according to regulations.