



Whistleblower Policy

Scope – The OPC Federation ("OPCF") is committed to the highest possible standards of ethical, moral and legal conduct. All participants in OPCF activities are expected to conduct themselves in accordance with the law and in a professional and respectful manner. The purpose of this policy is to encourage and enable the OPCF community to raise concerns within the OPCF without any fear of retaliation. This policy applies to all persons who are or were in a work-related or professional relationship with OPCF, including but not limited to employees (current and former), self-employed persons and independent contractors, volunteers, trainees (paid or unpaid), members of the OPCF's Board of Directors or other governance bodies and officers of the association.

Reportable concerns – This policy covers reports about concerns regarding breaches or potential breaches of :

- OPCF governing rules, policies, laws, regulations or ethical standards, including the types of conducts listed in the "Definition of terms" section below.
- Acts and policies falling within the material scope referred to in Article 2 of the Belgian Whistleblowing Act of 28 November 2022 as exhaustively listed in the "Definition of terms" section below.

It is the policy of OPCF not to retaliate against any good faith reports of inappropriate, unethical or illegal conduct.

Reporting – Complainants may report any suspected violation or inappropriate conduct in writing to the Executive Director and to the Chair of the Board of Directors, or if the complainant feels reluctant to report to those individuals for whatever reason, then they may send their report to the lead representative related to the OPCF activity in question (a working group or committee chair, for example). Such reports may be submitted anonymously, but persons submitting reports are encouraged to include their names because appropriate follow-up questions and investigation may not be possible unless the source of the information is identified. Concerns expressed anonymously will be investigated, but consideration will be given to the seriousness of the issue, the credibility of the concern, and the likelihood of confirming the allegation. Reports of violations or suspected violations will be kept confidential except as consistent with the need to conduct an adequate investigation.

External reporting – Public disclosure – This policy does not prevent any person from reporting concerns directly to the competent regulatory or supervisory authorities, or from making a



protected public disclosure in the circumstances and under the conditions provided by applicable law. Reporters are encouraged to use the internal reporting channels in the first instance, where they believe that the breach can be effectively addressed internally and there is no risk of retaliation or concealment of evidence. However, the choice between internal and external reporting lies with the reporter and is protected in accordance with the law.

Investigation – The non-implicated members of the Board of Directors will investigate all reported violations and decide on any appropriate corrective or disciplinary actions.

Good Faith – Anyone filing an allegation or report must be acting in good faith. Any allegations that prove to have been made maliciously or knowingly to be false will be viewed and treated as a serious disciplinary offense and may lead to disciplinary measures or other appropriate action, in accordance with applicable law.

Safeguards - No individual shall be adversely affected because they refuse to carry out a directive which, they reasonably believe in good faith constitutes fraud, or is a violation of applicable law. The safeguards in the No Retaliation section below apply to these individuals.

No Retaliation – No person who reports a suspected violation in good faith shall suffer harassment or retaliation for that report, including but not limited to the following:

- (i) dismissal, suspension, or equivalent measures;
- (ii) demotion or withholding of promotion;
- (iii) transfer of duties, change of location of place of work, reduction in salary, or change in working hours;
- (iv) negative performance assessment or employment reference;
- (v) disciplinary measures, reprimand, or other penalty, including financial penalties;
- (vi) coercion, intimidation, harassment or ostracism;
- (vii) discrimination, disadvantageous or unfair treatment;
- (viii) failure to renew, or early termination of, a temporary employment contract or service contract ; or
- (ix) harm to the reputation of the person, in particular on social media, or financial loss.

The protections against retaliation also apply to persons who assist the reporter in making a report (facilitators) and legal entities owned by the reporter or for whom the reporter works.



Any person who engages in prohibited retaliation against someone who has reported a violation in good faith is subject to disciplinary measures, up to and including termination of their relationship with OPC Federation.

Personal data processing – Any processing of personal data shall be carried out in accordance with the Regulation (EU) 2016/679 (so-called “GDPR”) and our privacy policy available at <https://opcfoundation.org/privacy-policy>.

Definition of terms – For purposes of this policy, potential violations of OPCF governing rules, policies, laws, regulations, or ethical standards could include, but are not limited to:

- Acts which are inconsistent with OPCF's articles of association, internal rules, policies and procedures
- Theft or other misappropriation of OPCF assets
- Misstatements or other irregularities in OPCF records or financial reporting
- Misuse of OPCF resources
- Illegal activities
- Forgery or alteration of documents
- Any form of fraud
- Speech or behavior that is sexually aggressive or inappropriate
- Speech or behavior that demeans or intimidates based on attributes such as race, gender, religion, age, appearance, experience, color, national origin, ancestry, disability, sexual orientation, or gender identity.
- Unwelcome comments regarding a person’s lifestyle choices and practice
- Abusive, offensive, insulting, demeaning or degrading language or imagery
- Any form of harassment

For purposes of this policy, breaches of acts and policies referred to in Article 2 of the Belgian Whistleblowing Act are: acts or omissions which are unlawful and relate to Union acts and policies falling within the material scope of the European Whistleblowing Directive or which undermine the purpose or application of those same rules in following areas:

- Public procurement
- Financial services, products and markets, prevention of money laundering of money and terrorist financing
- Product safety and product conformity
- Transport safety
- Protection of the environment



- Radiation protection and nuclear safety
- Safety of food, feed, animal health and animal welfare
- Public health
- Consumer protection
- Protection of privacy and personal data and security of network and information systems
- Financial interests of the Union as referred to in Article 325 of the Treaty on the Functioning of the European Union (TFEU); and
- Infringements related to the internal market as referred to in Article 26, paragraph 2 TFEU (free movement of goods, persons, services and capital) including infringements related to competition, state aid, corporate taxation or constructions aimed at obtaining a tax advantage that detracts from the scope of the applicable corporate tax law
- Social fraud