

SATHOSA MOTORS PLC



Policy on Whistleblowing

**Sathosa Motors PLC
25, Vauxhall Street, Colombo 02**

30TH SEPTEMBER 2024

Whistleblowing Policy Statement - Sathosa Motors PLC (SML)

1. Introduction

Sathosa Motors PLC (SML) is committed to promoting and maintaining high standards of integrity, transparency, and accountability in all its operations. This Whistleblowing Policy is designed to encourage employees, board members, and third-party agents to report concerns regarding misconduct, improper actions, or illegal activities. It ensures that such reports can be made without fear of retaliation or negative consequences. All disclosures will be treated confidentially and thoroughly investigated, ensuring alignment with the company's core values and ethical standards.

2. Scope

This policy applies to all employees, board members, and third-party workers associated with SML. It covers a wide range of concerns including, but not limited to, violations of law, unethical behaviour, financial malpractice, health and safety risks, fraud, corruption, and breaches of company policy. The Whistleblowing Policy is designed to address serious issues that could impact the organization or the public.

3. Reporting Violations

SML encourages all employees and associates to report any suspected wrongdoing promptly. Reports can be made to a line manager, the Human Resources department, the CEO, or directly to a board member. The policy ensures that concerns are raised in a secure manner, providing a clear path for reporting without fear of victimization or discrimination. It is vital that concerns are raised in good faith with accurate information.

4. Grievance Procedure

This policy focuses on significant concerns outside personal employment issues, such as breaches of law, health and safety violations, or unethical conduct. Separate procedures are in place for individual grievances related to employment matters.

5. Resolution Process and Confidentiality

All concerns will be investigated internally or referred to law enforcement, external auditors, or independent inquiries if necessary. SML guarantees confidentiality throughout the process and strictly prohibits any retaliation against individuals who report in good faith.

6. Review and Approval

This policy will be regularly reviewed by the Board of Directors to ensure it reflects the latest legal requirements and best practices.

PASSED BY THE BOARD OF DIRECTORS THROUGH A CIRCULATED RESOLUTION ON 30TH SEPTEMBER 2024