## Message from Head of Human Resources

Whisteblowing – Act with responsibility

Thank you for choosing this confidential and secure channel for reporting. Addressing wrongdoings is essential for sustainable development of our company and is the responsibility of both internal external stakeholders. We have installed a whistleblowing mechanism that provides you ways to report a breach.

## What you should report

Your report may cover but not be limited to breaches of law or violations of our code of conduct like bribery and corruption, suspicions of money laundering, fraud and theft, conflicts of interest, harassment at work, discrimination, and failure to protect personal data.

Please do not use this channel for standard customer complaints, use our complaints management mechanism for the same. Please do not use this medium to settle personal or managerial differences.

## How to report

Please write to <a href="whistleblower@bajajautocredit.com">whistleblower@bajajautocredit.com</a>. Please provide a clear and concise description of the issue, (if available) copies of any relevant, lawfully obtained documents, (if applicable) lists of names and telephone numbers of other potential witnesses who can support your statement. While we recommend mentioning your name and contact details, we will respect your anonymity if you choose not to.

## **Procedure**

We keep the whistleblowing process confidential, and it remains so at all points of time. The neutral panel officers bound by confidentiality will investigate your case. Strict disciplinary action is taken against investigating panel if they are found to breach the rules of confidentiality in their capacity as investigating officers.

The time to investigate a report will vary depending on the complexity of the case. During the investigation, you can always communicate with the same channel you filed the report.

**Best Regards** 

Head Human Resources BACL