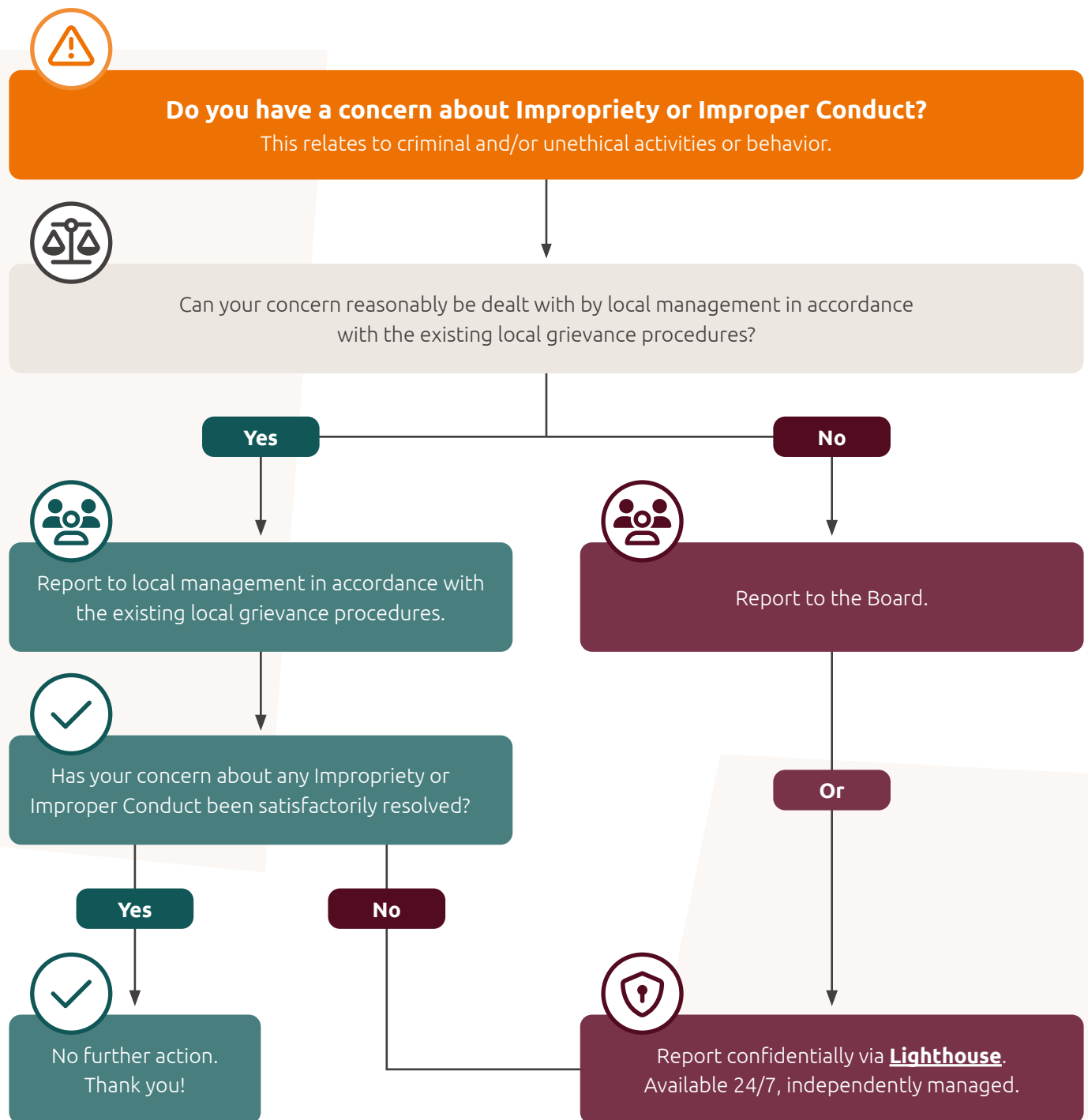


Appendix A | Reporting procedure



Appendix B | Anonymous Whistleblower platform

Lighthouse services Inc. offers an Anonymous Whistleblower (tip off) platform which is a safe environment for employees to voice their grievances. The anonymous tip off platform is a vital component of Normec's broader ethics and fraud risk management programme and is critical for Normec to minimise the impact of Impropriety and Improper Conduct.

There are 3 methods of anonymous reporting that Normec staff can use:

1. Telephone (see below)
2. www.lighthouse-services.com/normecgroup
3. Email: reports@lighthouse-services.com
(must include Normec name with report)

Anonymous Reporting by Telephone

Country	Tel.number	Language provision: live answering
Belgium	0800-262-67	English 24/7, French and Dutch during European business hours
Germany	0800-183-0724	English, German 24/7
The Netherlands	0800- 023-3064	English 24/7, Dutch during European business hours
The United Kingdom	0-808-189-0041	English 24/7
India	000 800 0501 552	English, Hindi 24/7
Switzerland	0800 561 024	English, German 24/7
Poland	0-0-800-141-0023	English, Polish 24/7
Peru	0800-78317	English, Spanish 24/7
France	0805-080039	English, French 24/7
The United States of America	833-961-3650 (access code: 800 603 2869)	English 24/7

Reporters to the hotline will have the ability to remain anonymous if they choose. Please note that the information provided by you may be the basis of an internal and/or external investigation into the issue you are reporting and your anonymity will be protected to the extent possible by law. However, your identity may become known during the course of the investigation because of the information you have provided. Reports are submitted by Lighthouse to Normec or its designee, and may or may not be investigated at the sole discretion of our company.

Employment-related concerns should continue to be reported through your normal channels such as your manager, group HR manager.

Timing

The earlier a concern is expressed, the easier it is for us to take action.

Evidence

Although you are not expected to prove the truth of an allegation, the employee submitting a report needs to demonstrate in their hotline report that there are sufficient grounds for concern.

How the Report will be handled

The action taken will depend on the nature of the concern. The non-executive members of the Board receive a copy of each report and follow-up reports on actions taken by the Normec.

Initial Inquiries

Initial inquiries will be made to determine whether an investigation is appropriate, and the form that it should take. Some concerns may be resolved by agreed upon action without the need for an investigation.

Feedback to Reporter

Whether reported directly to Normec employees or through the hotline, the individual submitting a report will be given the opportunity to receive follow-up on their concern:

- Acknowledging that the concern was received
- Indicating how the matter will be dealt with
- Giving an estimate of the time that it will take for a final response
- Telling them whether initial inquiries have been made
- Telling them whether further investigations will follow, and if not, why not.

Further Information

The amount of contact between the individual submitting a report and the body investigating the concern will depend on the nature of the issue, the

clarity of information provided, and whether the employee remains accessible for follow-up. Further information may be sought from the reporter.

Outcome of an Investigation

At the discretion of the company and subject to legal and other constraints the reporter may be entitled to receive information about the outcome of an investigation.

Normec reserves the right to modify or amend this policy at any time as it may deem necessary