

## **Whistle-Blowing Policy**

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1. The whistleblower could provide information about the reporter's identity data (name, home/office address, contact telephone number or anonymously without giving any data).
2. The whistleblower could provide information about violations (theft, corruption, fraud, legal or regulatory violations, bribery, conflicts of interest and ethics), the people or parties reported or allegedly involved, the amount or value of the Company's losses if it can be determined, the place and time of the incident, as well as an explanation of the occurrence, chronology and the availability of evidence that supports the violation report in the form of documents, photos, recordings, CCTV, SMS, and others.
3. The Company is obliged to guarantee security to the whistleblower related to the threats/actions obtained as a result to reports of violations and to keep confidential and provide appropriate protection to the reporter and/ or be a witness of violations and criminal acts that occur in the Company's internal. Protection of the whistleblowers is also applied to managers of the violation reporting system, parties who carried out the investigations, as well as those who provide the information related to the complaint.
4. Directors, Officers, and Employees can contact
  - 4.1 YAMAZAKI Yuzuru, General Manager (Finance and Administration)  
Email address: [y.yamazaki@kajima.com.ph](mailto:y.yamazaki@kajima.com.ph)  
Contact No.: +63 9088917291
  - 4.2 Magnolia CASIMIRO, HR and Administration Manager,  
Email address: [magnolia@kajima.com.ph](mailto:magnolia@kajima.com.ph)  
Contact No.: +63 9199141978
  - 4.3 Jahllyza LAURENTE, Asst. HR Manager  
Email address: [jahllyza@kajima.com.ph](mailto:jahllyza@kajima.com.ph)  
Contact No.: +63 9755170220
  - 4.4 Angenica ANDAYA, HR Officer  
Email address: [a.andaya@kajima.com.ph](mailto:a.andaya@kajima.com.ph)  
Contact No.: +632 88866818 (1407)

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- Bribery (including public officials and private sector bribery)
- Violations of antitrust laws and bidding rules, including colluding companies, collusive bidding, and dumping transactions
- Serious violations of laws and regulations related to environmental protection, health, and safety
- Violations of import/export laws and regulations
- Falsification of work quality and inspection reports
- Transactions with organized crime groups or other criminal organizations (drug cartels, terrorists, etc.)
- Tax or accounting fraud
- Serious conflict of interest transactions
- Receipt of kickbacks
- Embezzlement, fraud, theft, malfeasance, or similar schemes
- Release of confidential information
- Fabrication or alteration of contracts, reports, or records
- Insider trading
- Violation of non-retaliation or whistleblowing policies
- Illegal, dishonest, or inappropriate behavior by or involving directors or executives of the company

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