Appendix No. 1 to the Internal Reporting Procedure at Hotele Warszawskie "Syrena" sp. o.o. with its registered office in Warsaw

## INTERNAL REPORTING FORM

Date:	
Personal data of the reporting person/do not	
fill in if the report is submitted anonymously/:	
Name and surename:	
Post:	
Internal unit:	
Whistleblower's contact data:	
Info concerning the violation of the law:	
Date of obtaining information about the	
breach/date of the breach:	
Does the violation concern legal provisions or	(specify the legal provisions to which the reported violation applies)
internal regulations? If so, which ones:	
Info concerning the violation of the law:  Date of obtaining information about the breach/date of the breach:  Does the violation concern legal provisions or	(specify the legal provisions to which the reported violation applies)

Characteristics of the violation of law – describe:	
- circumstances of the violation (time, place,	
context, method of obtaining information),	
- persons participating in the violation,	
- persons affected by the violation,	
- persons with whom the reporting party	
contacted regarding the violation, including	
whether the violation was reported to another	
body, and if so, to which body and when,	
- whether there are any witnesses to the	
violation, if so, provide information allowing	
their identification,	
- any other circumstances that may be relevant to	
the case.	
Type of irregularity – please tick as appropriate	[] violation of legal regulations: /specify regulations/
/please tick all applicable violations/	[] abuse of authority
	[] failure to fulfil obligations

	[] others
Area of irregularity – please mark the	Area of irregularities – the appropriate area/areas should be marked:
appropriate area/areas:	[] corruption,
	[] public procurement,
	[] financial services, products and markets,
	[] counteracting money laundering and terrorism financing,
	[] product safety and compliance with requirements,
	[] transport safety,
	[] environmental protection,
	[ ] radiological protection and nuclear safety,
	[] food and feed safety,
	[] animal health and welfare,
	[] public health,
	[] consumer protection,
	[] protection of privacy and personal data,
	[] security of networks and IT systems,
	[ ] financial interests of the State Treasury of the Republic of Poland, local government units and
	the European Union,
	[] the internal market of the European Union, including public law principles of competition and
	state aid and taxation of legal persons,
	[] constitutional freedoms and rights of a person and a citizen – occurring in the relations of an
	entity with public authorities and not related to the areas indicated in the previous points.

	[] Code of Conduct
Evidence: does the whistleblower have evidence	
of infringement, if so, please indicate:	
Declarations of the whistleblower:	
[] I declare that I am acting in good faith and my	
goal is not to gain profit	
[] I have reasonable grounds to believe that the	
information that is the subject of the report or	
public disclosure is true at the time of making	
the report or public disclosure and that it	
constitutes information	
about a violation of the law,	
[] my report is complete to the best of my	
knowledge, I disclose all circumstances and facts	
known to me regarding the violation,	
[] I have read the content of the information on	
the principles of processing personal data in	
connection with reporting irregularities	
[] I consent to the disclosure of my identity, I	
know that I have the right to withdraw my	
consent at any time, without the impact on the	

lawfulness of processing carried out before the	
withdrawal of consent.	
Date and whistleblower's signature:	