



Vi Agroforestry

Guideline to Vi Agroforestry Whistle Blowing System



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1 Purpose

This guideline describes **Vi Agroforestry's Whistleblowing System** and encourages both employees and external stakeholders to report suspected irregularities with full confidentiality.

The system is a secure channel for reporting deviations from our policies and guidelines. It reduces the risk of misconduct and is part of our anti-corruption strategy.

The system is an external web-based service (available in Swedish, English and Swahili).

This strategy demonstrates our commitment to being a **trustworthy organization** that takes responsibility to prevent and stop unethical behaviour and illegal actions.

2 What is a Whistleblower?

A whistleblower is someone who **speaks up** when they detect irregularities – illegal, unethical, or inappropriate actions – in companies, authorities, or society. This can be done through media, control bodies, or internally to managers.

3 When to use Whistleblowing System

The system can be used when there is suspicion that our policies or ethical guidelines are not being followed, for example:

- Financial irregularities or corruption
- Safety risks
- Harassment of any kind

3.1 For employees

We encourage dialogue with the immediate manager or management team first. However, we respect those who want to make their report anonymously and provide the channel on our website.

3.2 For external stakeholders

Reporting is done via the anonymous channel on our website.

3.3 Reporting concerning the Secretary General or Management Team

Cases involving the Secretary General or any member of the management team must be reported through the special channel that goes directly to the Chairperson of the Board. This channel is available through the same whistleblowing system.

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4 Reporting and Dialogue

- Reports are submitted via <https://report.whistleb.com/en/viagroforestry>. Only designated investigators can access the information.
- After reporting, an ID and password are provided to enable secure dialogue with investigators.

Reports may be rejected if:

- Made with malicious intent
- Insufficient information is provided
- The case does not qualify as whistleblowing

5 Protection of the Whistle-blower

- No evidence is required to submit a report.
- Reports must not be made with malicious intent or knowingly false information.
- Protection applies even if the report turns out to be incorrect, provided it was made in good faith.

6 Deletion of data

Personal data included in the message will be deleted within 60 days after closure of the case.