

## **Act on Corporate Due Diligence Obligations in Supply Chains (LkSG)**

The LkSG obliges companies with a workforce of 1,000 employees or more to set up a complaint procedure from 01.01.2024 to receive complaints regarding possible human rights and environmental violations along their own supply chain or in their own business area.

Sparkasse Hildesheim Goslar Peine supports the objective of the LkSG and has therefore set up the possibility to file a complaint.

If you wish to submit a complaint to us in connection with the LkSG, please send it to us by e-mail using the "button" below.

In order to respond to you and best process your complaint, we will need the following information:

- Your name and contact information (email address) including country of residence.
- Which action of Sparkasse Hildesheim Goslar Peine or one of its suppliers is related to your reasons for complaint?
- Explain in as much detail as possible the adverse impact or risk and how it affects you. Please attach any documentation you feel is relevant to the complaint.
- If relevant, tell us our standards or policies that you allege we have violated.
- What you hope to gain from the complaint and how we can best address your complaint.

All information you provide will be kept confidential.

For further details on how to proceed once we have received your complaint, please refer to the Rules of Procedure.