# COMPLIANCE REPORTING MECHANISMS PROCEDURE

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DEPARTMENT: COMPLIANCE		EFFECTIVE DATE: OCTOBER 2020	
RESPONSIBLE PARTY: COMPLIANCE MANAGER		LAST REVISED: NOVEMBER 2021	
APPROVAL AUTHORITY: COMPLIANCE DIRECTOR		NEXT REVIEW DATE: NOVEMBER 2023	
Urpose 117-1285728012024049A	DocuSigned by: Sarah Gorsun 11 <del>/15820</del> 22764A5	DocuSigned by: Alexid Bir 11/15/2022 26A24D0	DocuSigned by: Fabio Rosa 11/13952022EDB411.

This Procedure describes the methods by which potential issues can be reported to the compliance department.

### Scope

This Procedure applies to all Amplifon Americas Employees, Contractors, Volunteers and Board Members.

### **Key Terms**

Please see the Compliance Policy Definitions.

# **Procedure(s)**

Amplifon has a variety of methods by which a report can be made to the compliance department.

Compliance Email: Individuals can email the compliance department at compliancedept@amplifon.com.

**Compliance Hotline:** Individuals can anonymously report compliance concerns to a confidential voicemail by calling (763)268-4103 or Toll Free: 1-800-234-9314.

Both reporting mechanisms are confidential and monitored daily. Access to both the email inbox and voicemail is limited to the Compliance Manager/Director, General Counsel and Legal Assistant.

Amplifon's compliance department maintains a record of all reports that are related to compliance issues. Optout requests are shared with the Miracle-Ear customer service team, and spam messages are disregarded. All other requests not related to compliance matters will be shared with the appropriate business unit to complete follow up action.

Mail: Reports can also be made by contacting Amplifon's Compliance department directly:

Compliance Department Amplifon Americas Fifth Street Towers, Suite 2300 150 South Fifth Street Minneapolis, MN 55402

**Whistleblowing Tool:** Reports must be submitted to the Whistleblowing Committee through the Digital Whistleblowing System <u>https://whistleblowing.amplifon.com</u>, as specifically designed to ensure ease of use for the best protection of Whistleblowers. It is accessible from any PC, tablet or smartphone (whether private and corporate).

Whistleblowers may also use the alternative channels indicated below:

- E-mail to the following e-mail address: wbcommittee@amplifon.com accessible only by the members of the Whistleblowing Committee.
- Paper mail to the attention of one of the members of the Whistleblowing Committee at the following address: Amplifon S.p.A. Via Ripamonti, 13320141 Milano, Italia.

Amplifon has a non-retaliation policy for all reports that are made in good faith.

## **Related Policy and/or Procedure Documents**

CP-001 Amplifon Compliance Program Policy Amplifon S.p.A Group Whistleblowing Policy

#### References

42 C.F.R. §§ 422.503(b)(4)(vi)(D)

Version Number	Date of Review	Who Reviewed	Brief Summary of Revisions (If None, Write None)
2022.A	May 3, 2022	Andrea Johnson	Converted document to the new template including the new versioning section.
2022.B	November 11, 2022	Andrea Johnson	Annual review, no edits were made.