



## PERSONAL DATA PROTECTION POLICY OF THE MICHELIN GROUP WHISTLEBLOWING SYSTEM

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### Summary

The Michelin Group is committed to protecting your personal data and having a clear and transparent approach to collecting and using such data.

This policy explains how we process personal data that we collect, or that you provide to us, when the Michelin Group Whistleblowing System is activated, regardless of the channel used and as defined in the Group Whistleblowing Procedure, in particular when you use our secure ethics line (the "**Ethics Line**"), either via this Internet site (the "**Site**") or by telephone (the "**Telephone Line**").

Please read this policy carefully to understand our vision and our practices regarding your personal data and how we will process it.

1. Who are we and how can you contact us?
2. What kind of data will we collect about you?
3. Where do we store your personal data?
4. Sharing your personal data
5. Transferring personal data abroad
6. How long do we keep your personal data for?
7. Your rights under data protection legislation
8. What remedies are available to you if you are dissatisfied with the way we use your data.
9. Data security
10. Changes to our personal data protection policy

### 1. Who are we and how can you contact us?

Personal data may be collected and processed when handling a whistleblowing alert within the Michelin Group. This data will only be processed by Authorised Persons, as defined in the Group Whistleblowing Procedure, who report to the local Michelin company where the employee or the external person (employee of the client, supplier, or partner, etc.) is employed or at the Group level.

For example, this may include members of the Ethics Committee concerned by the Alert (at Group, Region or Country level), the investigator in charge, the members of the Legal Department in charge of compliance (DCJ/CSG).

Each concerned Michelin local company acts as data controller.

Each Michelin Group company will process personal data for the purposes described in this Policy. In this document, the term "Michelin" refers to this entity.

To learn more about how the Michelin Group collects and processes personal data, you can send a request to: [account-function.Group.Ethics.Line@michelin.com](mailto:account-function.Group.Ethics.Line@michelin.com).

All Michelin Group employees are committed to protecting and respecting your privacy. In addition, we have data protection officers and data protection departments responsible for all personal data matters of Michelin employees.

The Compliance service of the Legal Department (DCJ/CSG) will forward your request to the data protection department in the country where you work or to which you are related.

You can send your request to: [account-function.Group.Ethics.Line@michelin.com](mailto:account-function.Group.Ethics.Line@michelin.com)

## 2. What kind of data will we collect about you?

This section presents:

- Staff members concerned by this policy.
- How we collect your personal information.
- What types of data we collect.
- What we plan to do with the data we collect.
- The legal basis for processing the data collected.
- The period for which we store the collected data.

- **Who does this policy concern?**

This policy is intended for anyone who may issue an Alert via the Group Whistleblowing System and/or be interviewed during the investigation of an Alert, and in particular:

- The staff of the Michelin Group, regardless of their legal status (employees, temporary workers, interns, etc.).
- External staff, clients and suppliers outside of the Michelin Group, when these are individuals with a direct contractual tie with the Michelin Group (consultants, agents, counsels, subcontractors, individuals with self-employed status, etc.).
- Staff (employees, partners, managers, etc.) of legal entities who have a contractual link with the Michelin Group.

Those persons concerned by this Group Whistleblowing System considered as "data subjects" include anyone whose personal data is effectively processed as part of the system, for example, the whistleblowers, the targeted persons, the individual facilitators, the witnesses interviewed as part of the investigation, as well as the persons protected through a knock-on effect (natural persons with ties to the Whistleblower as well as anyone who has links with legal" . entities controlled by the Whistleblower).

- **Processor service provider:**

Protecting whistleblowers is a basic concern for the Michelin Group which has selected to use the secure "Ethics Point" platform of NAVEX Global UK Limited, to host and process all information related to Alerts. This platform guarantees to encrypt and store data in full confidentiality on an external server disconnected to the IT systems of the Michelin Group.

- **Data collected:**

The Site and Telephone Line make it possible to either send anonymous or identified Alerts.

When a person sends an Alert by mentioning his/her name, the Michelin Group will collect and store the data listed below.

When drafting the Alert, the Whistleblower may send their personal data to the Michelin Group and the personal data of the person(s) involved in the Alert.

Finally, when processing an Alert, the Michelin Group can also collect data of persons likely to supply the information needed to handle the Alert (these people may or may not have been named by the Whistleblower).

The types of personal data which may be collected and processed include:

- The name, job title and contact details of the Whistleblower.
- The name, job title and contact details of the person(s) implicated in the Alert.
- The name, job title and contact details of any person mentioned in the Alert.
- As well as any other information disclosed voluntarily by the Whistleblower or as a result of processing the Alert (in particular: information gathered in the course of verifying the facts reported, reports on verification operations, action taken on the Alert).

Please do not provide sensitive data unless such data is a key part of your Alert.

Sensitive data includes data disclosing a person's ethnic or presumed racial origin, political opinions, religious or philosophical beliefs or trade union membership, genetic data, biometric data, data concerning health or data concerning a person's sex life or sexual orientation.

To learn more about the main stages involved in processing an Alert, please see the Group's Whistleblowing Procedure.

- **Purpose and legal basis;**

Personal data is collected and processed in order to assess the admissibility of the Alert, check the facts given in the Alert, carry out an Investigation and take the appropriate measures if necessary.

It also enables the Michelin Group to meet its legal obligations (especially those under the French Sapin 2 Act (French anticorruption law) and equivalent applicable anticorruption laws and regulations); and those which meet the obligation of vigilance and the legislation to protect whistleblowers) and to protect its legitimate interests (compliance with the Michelin Group's Code of Ethics).

- **Storage period:**

The data for an Alert considered by the data controller in question not to fall within the scope of the Whistleblowing system shall be immediately destroyed or anonymised. In particular: any Alert that is clearly outside the scope of the Whistleblowing system, that is not serious, that is made in bad faith or that constitutes an abusive or slanderous accusation, as well as any alert concerning facts that cannot be verified.

Any data for an Alert which the data controller in question considers to fall within the scope of the Whistleblowing system may be kept in the active database until a final decision is made on any follow up action to be taken.

Once the final decision has been made on the follow up action for the Alert, the data may be stored in an intermediary archive for the time that is "strictly proportionate to processing and protecting the whistleblowers, the persons targeted and the third parties mentioned, by considering the timelines of any additional investigations". When disciplinary or litigation proceedings are initiated against a person mentioned or implicated or against a person who has misused the Whistleblowing system, the data relating to the Alert may be kept by the Authorised Persons until the end of the proceedings or up to the time limit for appeals against the decision. At the end of this period, this data shall be anonymised or deleted.

Data may be kept for a longer period, in intermediary storage, if the data controller is legally obliged to do so (for example, to meet accounting, social or tax obligations).

- **Personal data of minors**

If we become aware that we hold any data about a minor under the age of 15, we will take all necessary steps to comply with the personal data protection regulations.

If you become aware that your child has provided us with personal data without your permission, please contact us as soon as possible at: [account-function.Group.Ethics.Line@michelin.com](mailto:account-function.Group.Ethics.Line@michelin.com), so that we can take the appropriate action.

### **3. Where do we store your personal data?**

All the data which you send us is stored with our service provider NAVEX Global Inc., on its secure servers in Germany and back-ups in the Netherlands.

### **4. Sharing your personal data.**

Your personal data will only be passed on to those people who need to be aware of this information in order to perform their task of collecting and processing Alerts.

We may share your personal data in the following ways:

- **Inside the Michelin Group**

The persons who may access the personal data sent or collected are the Authorised Persons in order to receive and/or handle an Alert, to conduct an Investigation, and to take appropriate measures if necessary, as defined in the Group Whistleblowing Procedure: the members of the Ethics Committee concerned by the Alert (at Group, Region or Country level), the investigator in charge, the members of the Legal Department in charge of compliance (DCJ/CSG), etc.

These people are bound by a strict non-disclosure obligation.

- **Michelin's subcontractor (its data processor)**

Our external service provider, NAVEX Global, Inc., may also have access to the personal data sent or collected. This processor is contractually bound to guarantee the confidentiality and security of the personal data received and to only process your personal data on our instructions.

- **With third parties, for legal reasons**

If we are obliged to disclose or share your personal data in order to comply with a legal obligation, or in order to protect our rights, property or the security of the Michelin Group, its customers or others; in this context and to the extent necessary, we may pass your personal data to any outside advisor who will also be bound by a non-disclosure obligation.

### **5. International transfers of personal data**

Since Michelin is an international group, it may need to transfer your personal data within the group to another Michelin company or to NAVEX Global Inc., our service provider based in the United Kingdom and the United States.

Given that the level of data protection varies from country to country, we will only send your personal data to companies in the Michelin group or to third-party companies if they offer the same levels of protection for personal data as the Michelin Group.

For transfers within the Michelin Group, Michelin has implemented internal rules which govern transferring personal data within the European Economic Area (EEA). Click on "[Binding Corporate Rules](#)" for details of these rules.

For transfers to our processor, NAVEX Global, Inc., outside the European Economic Area, Michelin has set up mechanisms recognised by the applicable regulations to guarantee a sufficient level of protection for your data.

### **6. The period for which we store your personal data**

By default, we do not store your personal data for any longer than necessary for the purposes for which we have collected it. This is regardless of the purpose, including to meet any legal, accounting or reporting requirement. If you wish to obtain more specific information on the storage period of your personal data, please see paragraph 2 of this Policy.

In certain circumstances, you may ask us to delete your data: see your right to deletion below for more information.

In certain circumstances, we may anonymise your personal data (so that it can no longer be traced back to you) for research or statistical purposes. In this case, we may use this information indefinitely, without informing you.

## **7. Your rights under data protection regulations .**

In certain countries, including within the European Union, the data protection regulations give you certain rights over the processing of your data. These include the following rights:

- The right to be informed
- The right to access your data
- The right to correct your data
- The right to delete your data
- The right to object the processing
- The right to restrict processing
- The right to determine what happens to your data after your death

- **The right to be informed**

You have the right to be informed about how we collect and process your personal data, including who we are, how we use your personal data and your rights over your personal data. We have included all the necessary information in this policy with respect to your privacy.

- **The right to access your data**

You have the right to access any of your personal data which we hold. We can confirm whether or not your data is processed and give you access to your personal data.

- **The right to correct your data**

If your personal data is inaccurate or incomplete, you are entitled to get it corrected and updated. If we have disclosed your data to third parties, where possible we will inform them of any update which you send to us. You can update your personal data we hold by contacting us using the contact methods provided in this personal data policy.

- **The right to delete your data**

You are entitled to ask that your personal data is deleted or withdrawn if we have no reason to continue to process it. The circumstances in which you can use your right to be forgotten include situations where the data is no longer necessary for the purpose for which it was originally collected or processed and situations where you have withdrawn your consent to processing.

In certain restricted circumstances, the right to be forgotten does not apply. If you wish to have any further information, please feel free to contact us.

- **The right to object the processing**

The right to object may not be exercised for personal data processing necessary for compliance with a legal obligation to which the data controller is subject.

In the case of persons whose data is mentioned in the alert or appears during its investigation, the right to object may be exercised, but the data controller may refuse to do so if :

- there are legitimate and compelling grounds which override the rights and interests of the data subject or;
- processing is necessary for the establishment, exercise or defence of legal claims.

Under these conditions, it is up to the data controller to examine each request for opposition, regardless of the capacity of the person making the request.

- **The right to restrict processing**

You are entitled to 'block' or prevent your personal data from being processed. If you ask us to block your personal data, we will stop processing it.

- **The right to determine what happens to your data after your death**

In France, you are also entitled to tell us what you want us to do with your data after your death. We will record this and, if we learn that such an event has occurred, we will respect your instructions.

- **To learn more about your rights**

You can find more information about your data protection rights from your local supervisory authority.

## **8. What you can do if you are not satisfied**

We take great care in respecting your privacy. However, if you are not happy with the way we collect or process your data, or if you would simply like more information about your rights, you can contact us by sending an e-mail to [account-function.Group.Ethics.Line@michelin.com](mailto:account-function.Group.Ethics.Line@michelin.com). We will try to resolve any problem you encounter and answer all your questions you may have as quickly as possible.

You can also lodge a complaint with the competent personal data protection authority in the jurisdiction of your habitual residence, your workplace, or the location of the alleged violation.

## **9. Data security**

Michelin has implemented measures to protect the confidentiality, security, and integrity of your personal data. Access to personal data is restricted to those employees and service providers who need to access such data and who have received training on complying with the non-disclosure rules.

Michelin undertakes to ensure that your personal data is not damaged or altered and that unauthorised third parties are unable to access it.

## **10. Changes to our personal data protection policy**

We may make changes to our policy from time to time. Any future changes to this policy will be published on this page.

**Date:** 23.11.2023