**State bank of India, Antwerp Branch**

**Whistleblowing framework**

State Bank of India, Antwerp Branch (hereinafter called ‘Bank’) is committed to strict compliance with laws and regulations and to enforce the rules set out in Whistleblowing policy and procedure.

**Who is defined as a Whistleblower under Bank’s related policy to whistleblower protection**: Employee(s) (former, current or future), shareholders and members of the administrative, management and supervisory body, including non-executive members job candidate/applicant, volunteers or interns (paid or unpaid), contractors, subcontractors, suppliers and persons working under the supervision of these persons making a disclosure under this Policy.

The internal reporting channel can be used to report via whistleblowing reporting form to report information about breaches related to the areas and acts listed in the Belgian Transposition Law, including:

* Public procurement;
* Financial services, products and markets, and prevention of money laundering and terrorist financing;
* Product safety and compliance;
* Transport safety;
* Protection of the environment;
* Radiation protection and nuclear safety;
* Food and feed safety, animal health and welfare;
* Public health;
* Consumer protection;
* Protection of privacy and personal data;
* Security of network and information systems;
* Tax fraud;
* Labour law related obligations;
* Breaches affecting the financial interests of the European Union;
* Breaches relating to the European Union’s internal market;

as well as any other act or omission of a member of the staff which affects the interest of the Bank adversely and has the potential to cause financial or reputational loss to the Bank.

**Internal channels for reporting:**

There are four ways that one may report using an internal channel:

1. By arranging a personal meeting with the designated official.

The contact details of the designated official are as under:

Manager compliance,

State Bank of India,

Hoviniersstraat 29,

2018 Antwerp, Belgium

Phone no. +32 (0) 3 205 02 07,

Email: mgrcompl.antwerp@sbi.co.in

1. By sending email to **:** [mgrcompl.antwerp@sbi.co.in](mailto:mgrcompl.antwerp@sbi.co.in)
2. By Telephone at Telephone number:+32 (0) 3 205 02 07
3. By using whistleblowing service called Navex WhistleB via link/access published here.

[Navex WhistleB](https://report.whistleb.com/en/sbi)

Whistleblowing report can be submitted using reporting form accessible via the Annexure-I given below.

The person proposing to avail this channel will be required to share her/his contact details so that the Designated official can contact back for additional information, in case needed and for providing feedback. The related whistleblower reports are handled by authorized officials of the Bank in a **confidential manner** and in accordance with the regulations in force and the related internal procedure. An acknowledgement of receipt of the report will be sent to the person making the Whistleblower complaint after receipt of the report. The person will be informed of the progress in the processing of her/his report as per internal procedure.

Whistleblowers are granted protection against the risk of retaliation provided by local applicable law. Any abuse of the whistleblowing system may expose the reporting person to disciplinary sanctions or prosecution.

**External channels for reporting:**

Bank strongly encourages whistleblowers to make a Disclosure internally as disclosing information outside of the Bank may have serious implications for the Bank, for the Person against whom the whistleblowing complaint is being made and possibly for the Whistleblower. By disclosing internally, the Whistleblower gives the Bank a chance to investigate the matter and take appropriate action.

However, Whistleblowers have the right to disclose information externally through one of the available external channels after disclosing information internally or directly through one of the External Disclosure channels as detailed below.

External Disclosure relating to (i) financial services, products and markets and (ii) the prevention of money laundering and terrorist financing can be reported to the National Bank of Belgium via [Breach report form | nbb.be](https://www.nbb.be/en/financial-oversight/general/report-breach/breach-report-form)

For other than above listed issues, report can be made externally via:

[Contact us | Federaalombudsman.be](https://www.federaalombudsman.be/en/contact-us)

The bank collects and processes personal information and data about you as part of the collection and processing of your alert. For more information, you can consult our personal privacy notice:

<https://be.statebank/privacy-policy>

**ANNEXURE-I**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Code No |  | Date of filing  Disclosure |  | Initial of Designated  Official |  |

(For use of Designated Authority, Do not write anything above it)

**WHISTLE BLOWER DISCLOSURE FORM**

To

The Manager compliance,

State Bank of India,

Hoviniersstraat 29,

2018 Antwerp, Belgium

Phone no. +32 (0) 3 205 02 07,

Email: mgrcompl.antwerp@sbi.co.in

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**A. BRIEF FACTS OF THE CASE DISCLOSED UNDER WHISTLE BLOWER**

**POLICY**

**Statement of facts**: (Please use extra space if necessary)

**Statement detailing acts of commissions/omissions of the person(s) against**