

## ANNEX 1

## ETHICS NOTIFICATION REPORT

For ethical irregularities within DORIS Group and its subsidiaries

1. REPORT IDENTIFICATION & DISTRIBUTION			
Report No.:	<b>ENR-xxx</b>	Revision :	00
Issued by:		First issue	Date: xx/xx/2017
Distribution:		Position:	
		Email : <a href="mailto:compliance.incident@dorisgroup.com">compliance.incident@dorisgroup.com</a> (à l'adresse du Responsable de la Conformité du <b>groupe DORIS</b> )	
		Destinataire : Chief Compliance Officer	
		CONFIDENTIEL	
2. EVENT CLASSIFICATION & STATUS (To be completed by company)			
Incident location & Classification	Event location		Field of Application (refer * Below)
	- At work, inside premises <input type="checkbox"/>	- At work, outside premises <input type="checkbox"/>	- "Group" sphere <input type="checkbox"/> - "Market" sphere <input type="checkbox"/> - "Community & Environment" sphere <input type="checkbox"/>
- Incident to be counted in DORIS ethical statistics?			Yes <input type="checkbox"/> No <input type="checkbox"/>
Incident notification report status	Open: <input type="checkbox"/> Closed: <input type="checkbox"/>	Actions pending:	Ref.
3. DESCRIPTION OF EVENT			
Person(s) involved & position in Company			
Incident timing & location details			
Event witness(es)			
Event description			
Immediate actions taken			

4. EVENT ANALYSIS <span style="float: right;">(Several causes may apply)</span>			
4.1 - Event cause, according to you.	<i>(narrative on the root cause of the incident)</i>		
4.2 - According to you, event highlighting a lack of completeness of DORIS Code of Conduct?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Comments			
4.3 - According to you, event highlighting a non-conformity or non-respect of DORIS Code of Conduct?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Comments			
4.4 - According to you, event resulting from an activity of the employee outside his or her normal duties?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Comments			
4.5 - According to you, event resulting from other causes?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Comments			

**\* Field of Application**

In practice, the principles of ethics apply to three spheres in which DORIS operates:

- The sphere of the “**Group**”, i.e. its Employees, its Related Entities and its shareholders;
- The sphere of the “**Market**”, i.e. its clients, suppliers, partners, sub-contractors and competitors;
- The sphere of the “**Community and Environment**” in all the countries of the world in which DORIS operates