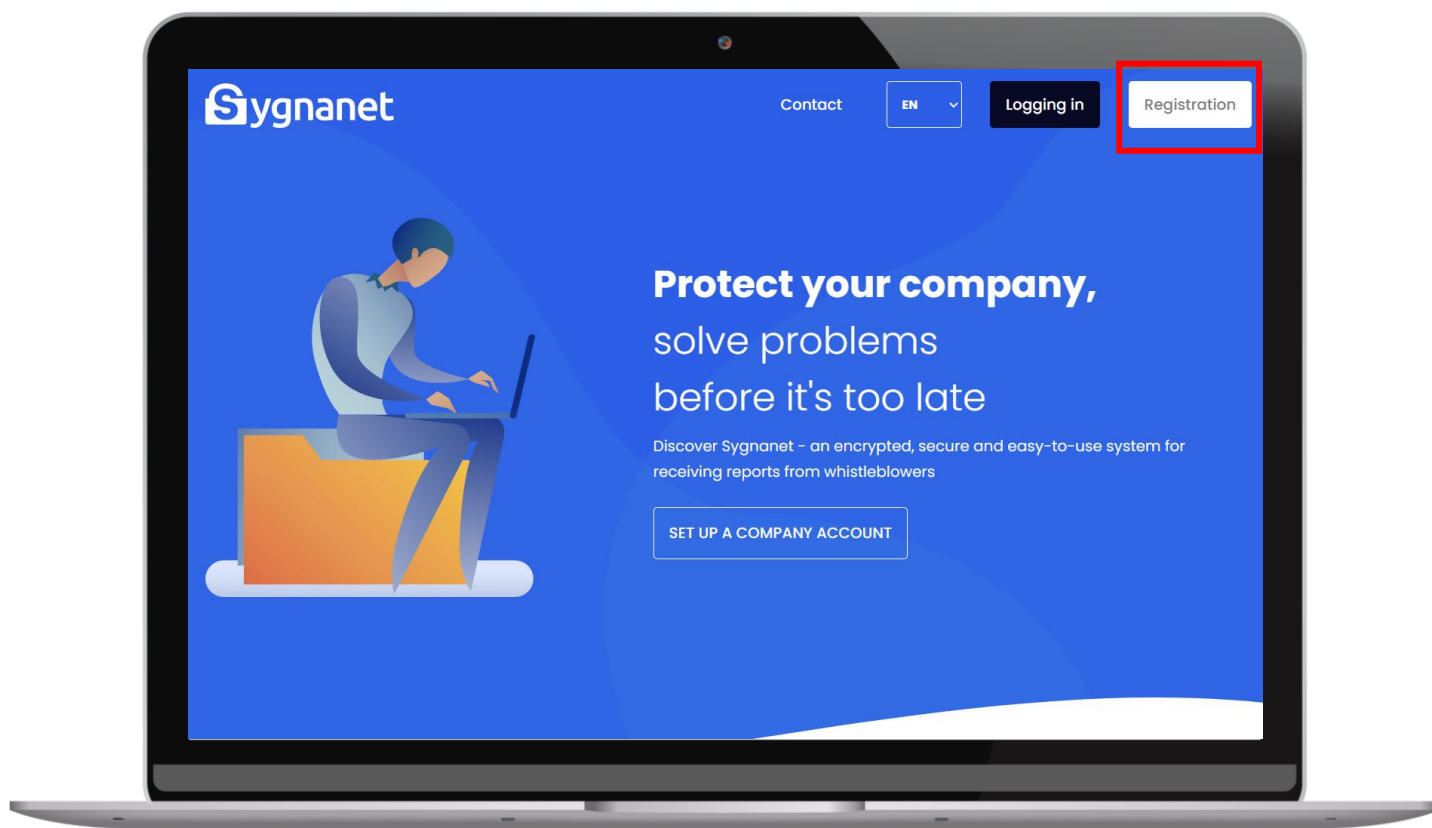



Registration in the system for legal entities takes place in 3 steps. It is a simple and intuitive process that will take just a few minutes. To register, please visit [Sygnanet.pl/en](https://app.sygnanet.pl/en) and click 'registration'



Direct link to the registration page:

<https://app.sygnanet.pl/en/user/register>

Step #1: Enter the recipient's email address. Specify the channel you are registering (**internal** for legal entities, **external** for authorities receiving external reports), check the Declarations, solve the captcha, and click ,Next’.



ContactENLogging inRegistration

Set up a company account

Setting up a company account for whistleblowers should be done by a person appointed in the company to handle whistleblower reports (the recipient of reports).

The registration process for a company account is carried out in 3 steps:

- 01 Enter the e-mail address of the recipient of the requests and specify the type of requests
- 02 Fill in the details of the recipient of the requests
- 03 Complete company details

Organization of reports received from whistleblowers in a given company with the help of the Sygnanet server requires registration of the company and registration of the e-mail address of the recipient of the reports.

As a result of registration on the Sygnanet server, an individual website will be created for the company, where the company's employees will be able to securely forward notifications to a designated person within the company.

Whistleblower notifications in encrypted form are stored in the Recipient Panel of the Sygnanet server and a notification of their arrival is sent to the specified e-mail address of the recipient

STEP 1

Enter your e-mail address if you are the person responsible in your company for receiving and handling whistleblower reports (recipient of reports).

Adres e-mail

Specify which requests the service will handle:

☒ Internal

☐ External

☐ I declare that I have read [the Terms and Conditions](#) and accept its conditions.

☐ I declare that I agree to the processing of the personal data provided. [How we process your personal data](#)

6 h d t h

Solve captcha

Next

[Already have an account? Sign in](#)

IMPORTANT! If your organization uses Sygnanet as an external reporting channel and you are already registered in the system (have access to the Sygnanet recipient panel), register the legal entity using a different email address or use an alias (example: *firstname.lastname+int@organizationname.com*)

An activation link will be sent to the provided address. Go to your inbox and click on the '**Continue registration**' link.



Complete the registration

If you are the person in your company designated to receive whistleblower reports, complete the registration by clicking on the button below.

[Continue the registration →](#)

Do you have questions, concerns or comments? We are at your disposal:
kontakt@sygnanet.pl

Greetings,
Sygnanet team

Step #2: Complete the recipient's details and **enter a password**, which will be required for logging into the recipient's panel and decrypting whistleblower reports.

Complete recipient details


[Homepage](#) / [Set up a company account](#) / [Step 2](#)

E-mail:

Name:

Surname:

Remember your password! Sygnanet is a cryptographic system, and **you are the sole owner of your password**, which means it cannot be recovered or changed.



Enter the password that will be required to decrypt the content of whistleblower reports. **There is no way to recall** or reset it, so remember it carefully.

Password:

Repeat password:

Create account

ATTENTION! During implementation meetings, we provide guidance on how to secure your password against loss.

Step #3: Complete the company details and **set the address of the reporting page**. It is best to enter the name of the legal entity so that the whistleblower can easily associate the form with the appropriate organization.

Complete company details

[Homepage](#) / [Set up a company account](#) / [Step 3](#)

Now, suggest a website address on the sygnanet.pl server for receiving notifications from your company's employees. If possible, this should be the name (possibly abbreviated) of your company, e.g.:

[sygnanet.pl/specfile](#) for company [Specfile](#) Project Sp. z o.o.

Website address for receiving reports

sygnanet.pl/

Company name

NIP

Street and premise number

Zip code

City

Country

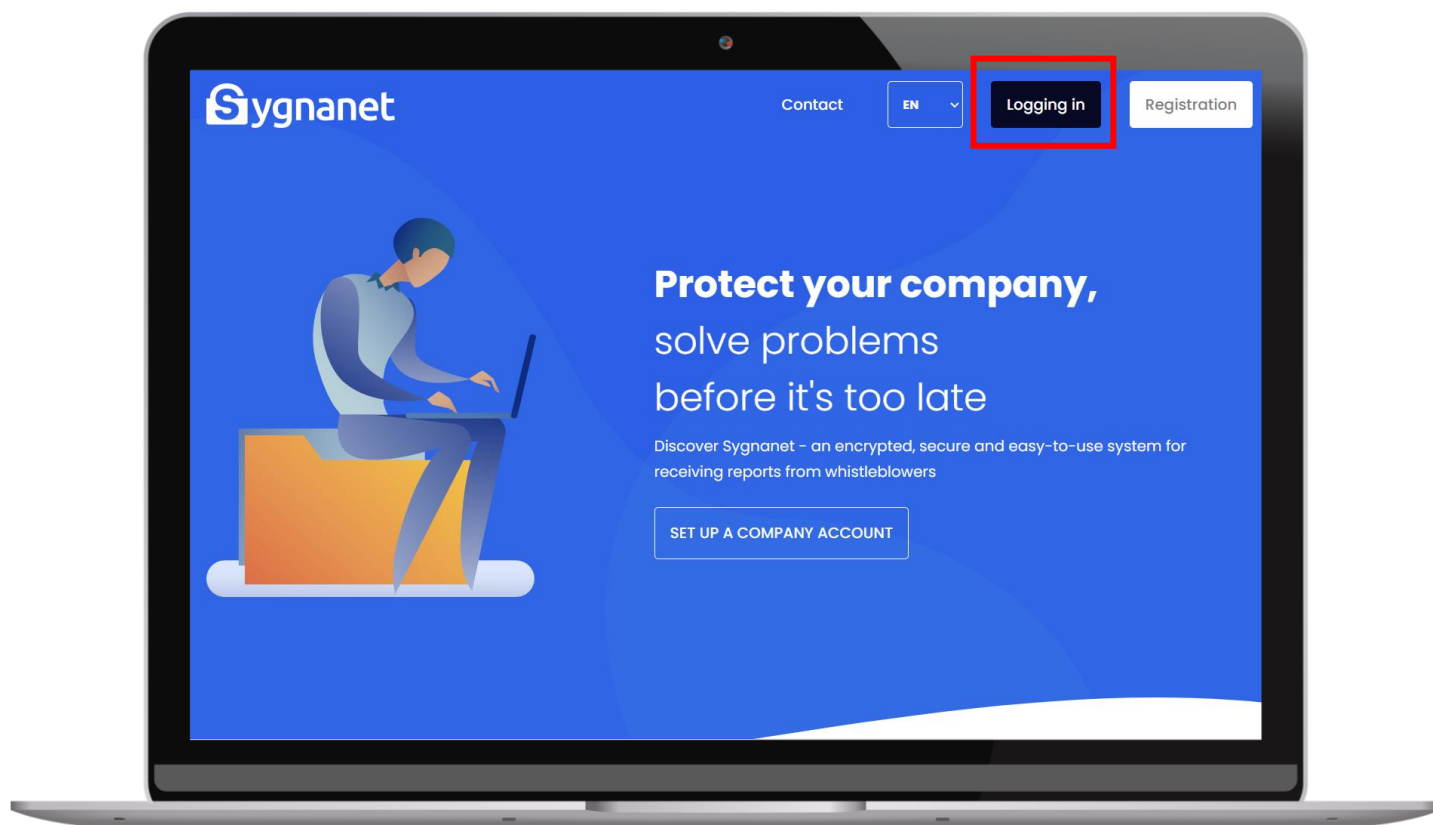
United Kingdom



Business contact phone number

Save

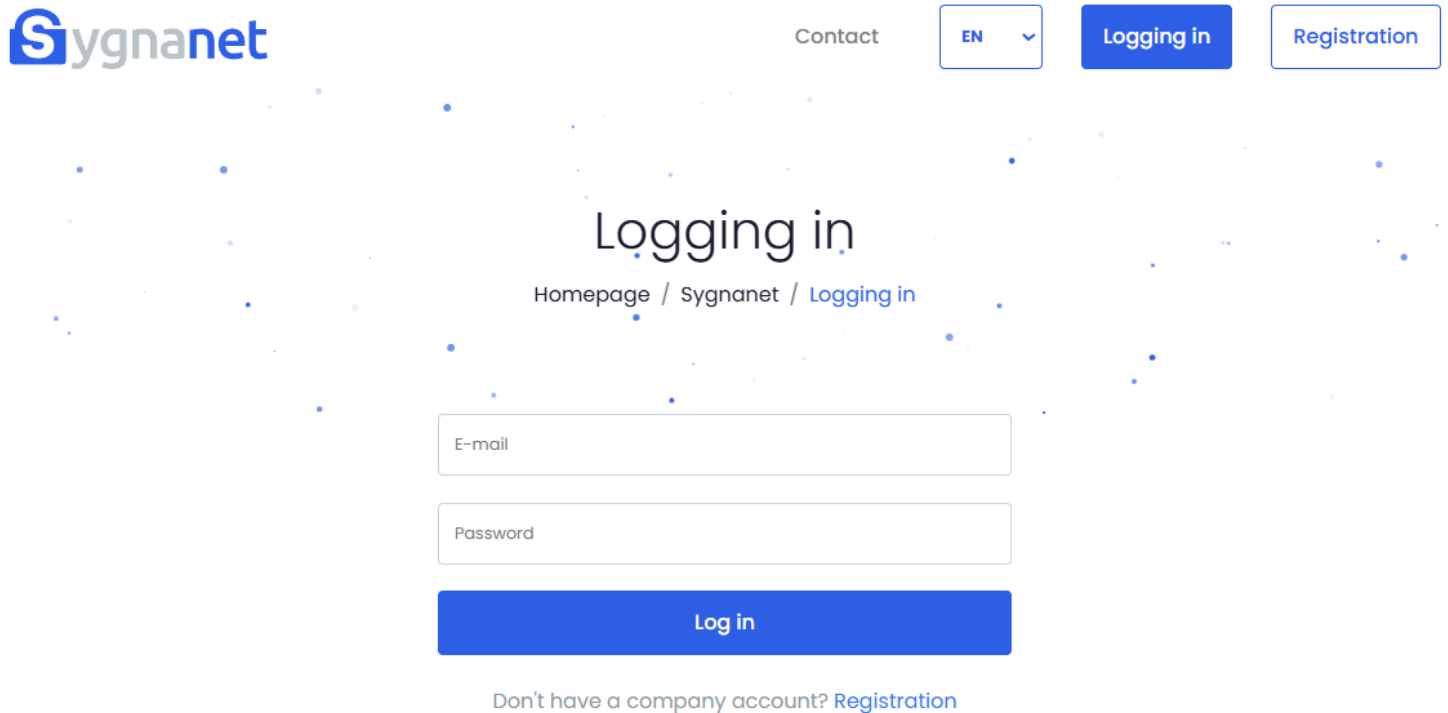
To log in to your Recipient Panel, go to [Sygnanet.pl/en](https://sygnanet.pl/en) and click 'Login'.



Direct link to the login page:

<https://app.sygnanet.pl/en/user/login>

On the login page, enter the email address you used during registration or the email address of a user who has been added to the system (you can read about adding users in the 'Users' material) and the established password (**each user logs into the system with their own password**).



The screenshot shows the Sygnanet login interface. At the top left is the Sygnanet logo. To its right are links for 'Contact', a language dropdown set to 'EN', and buttons for 'Logging in' and 'Registration'. The main heading is 'Logging in', with a breadcrumb trail 'Homepage / Sygnanet / Logging in'. Below this are two input fields: 'E-mail' and 'Password'. A blue 'Log in' button is positioned below the password field. At the bottom, a link reads 'Don't have a company account? [Registration](#)'.

Proceed to the next onboarding materials to learn how to operate the Whistleblower Reports Panel.

