

Commonly Asked Questions about the U. S. Steel Ethics Line

What is the U. S. Steel Ethics Line?

The U. S. Steel Ethics Line is a convenient and confidential way to report illegal or unethical conduct that may affect U. S. Steel. It is hosted by EthicsPoint, Inc., an independent company.

Why should I use the U. S. Steel Ethics Line?

Contact the Ethics Line to report suspected illegal or unethical conduct or violations of corporate policies, laws or regulations.

One of the most important responsibilities U. S. Steel employees have is the obligation to raise concerns of suspected illegal or unethical conduct that may affect U. S. Steel. Remaining silent can cause irreparable harm to U. S. Steel's reputation and adversely affect all employees. If you have a concern, you don't have to go it alone.

If I see a violation, shouldn't I just report it to my supervisor, security or human resources and let them deal with it?

Reporting to your supervisor, security or human resources is one way to bring violations to light. However, there are several reasons why you may want to choose the Ethics Line:

- If you believe that ethics and compliance issues are not being resolved, either through the existing managerial chain or other reporting options.
- If you do not feel comfortable reporting through other channels.
- If you would like to remain anonymous when reporting a violation. (Due to European Union data protection rules, European-based reporters are encouraged to identify themselves when making a report.)

As a union-represented employee within the United States or Canada, may I submit a report through the U. S. Steel Ethics Line?

Yes you may. However, the Ethics Line is not a substitute for the grievance procedure provided by your collective bargaining agreement for matters governed by that agreement. Unless the report also involves matters outside the collective bargaining agreement, you should use the applicable grievance procedure.

As a represented employee under the Collective Labor Agreement in Slovakia or Collective Agreement in Serbia, may I submit a report through the U. S. Steel Ethics Line?

Yes you may. In addition to discussing your matter with human resources, your supervisor or legal, the Ethics Line is also available to you as a confidential way to report suspected violations.

If I'm not an employee of U. S. Steel, can I still contact the U. S. Steel Ethics Line?

Yes. Anyone who suspects illegal or unethical conduct at U. S. Steel may contact the Ethics Line.

What if this is an emergency?

Concerns about an immediate threat of physical harm or damage to property should not be reported to the Ethics Line. If you require emergency assistance, please contact your local emergency services.

What types of issues should be reported?

You should report any suspected illegal or unethical conduct including suspected violations of the law, regulations, corporate policies and procedures and the Code of Ethical Business Conduct. Examples of such issues include, but are not limited to:

- Unlawful discrimination.
- Harassment.
- Workplace violence.
- Substance abuse.
- Conflicts of interest.
- Falsification of documents.
- Inappropriate gifts and entertainment.
- Inappropriate political activities and contributions.
- Insider trading and other securities law violations.
- Breaches of confidentiality obligations.
- Inappropriate use of U. S. Steel assets.
- Inappropriate handling or destruction of company records.
- Theft.
- Bribes and kickbacks.
- Inappropriate customer billings.
- Inappropriate reporting of time or expenses.

What if I'm not certain the activity is illegal or unethical?

When in doubt, it's best to report the activity. As a guide, ask yourself:

- Does it appear to be a violation of the company's policies or procedures?
- Does it seem to be dishonest?
- If I were doing this, would I be embarrassed to tell my family or friends?

- Could this harm the company in any way?

If you answer “yes” to any of these questions, you should speak up.

When is the U. S. Steel Ethics Line available?

Toll-free telephone and Internet-based reporting on the U. S. Steel Ethics Line is available 24 hours a day, seven days a week. You may also send a report through the mail to the appropriate address for your location. The mailboxes are checked on a regular basis, but not every day.

What happens if I submit a report through the U. S. Steel Ethics Line Internet site?

When you click to submit a report through the Internet, a series of prompts will guide you through the reporting process. When filing a report, you will be asked to provide the most detailed information possible about your concern, such as names of witnesses and potential victims of the alleged unethical or illegal conduct. You may choose to remain anonymous when submitting your report. (Due to European Union data protection rules, European-based reporters are encouraged to identify themselves when making a report.) If you choose to identify yourself, your identity will be provided only to those with a need to know. Everyone who receives such information is obligated to maintain confidentiality to the extent feasible. In addition, U. S. Steel policy strictly forbids any retaliation against anyone who in good faith reports an ethics or compliance violation.

Your report will be logged and forwarded to the appropriate investigator at U. S. Steel.

When submitting your report, you will be given a report key and asked to create a personal password. You will need this information to access the "Follow up on a report" feature of the Ethics Line either through the Internet or telephone to review the matter you reported. If you lose your report key or password, you will be unable to follow up on your original report and will need to create a new report if you wish to provide additional information. You should follow up on your report within five to six business days. Please check back with the Ethics Line to:

- Check the accuracy of your report.
- Provide additional information related to your report.
- Respond to any follow-up questions that may have been posted.

Continued follow-up on a matter is particularly important for anonymous reports, where the investigator has no other means to communicate with you.

What happens if I submit a report over the telephone?

When you place a call to the Ethics Line, you will be connected to a call center specialist who will take your report. If you are calling from outside of North America, you will first hear an automated message recorded in Serbian, Slovak and English prompting you

to choose a language preference. You will then be connected to a native-speaking call center specialist based on your language selection. It could take up to three minutes to connect you with a native-speaking call center specialist, so please be patient and remain on the line while waiting for the connection.

When speaking with the specialist, you will be asked to provide detailed information. You may choose to remain anonymous when speaking with the specialist. (Due to European Union data protection rules, European-based reporters are encouraged to identify themselves when making a report.) If you choose to identify yourself, your identity will be provided only to those with a need to know. Everyone who receives such information is obligated to maintain confidentiality to the extent feasible. In addition, U. S. Steel policy strictly forbids any retaliation against anyone who in good faith reports an ethics or compliance violation.

You should also be prepared to provide the names of witnesses and potential victims of the alleged unethical or illegal conduct to increase the success of an investigation into your report.

The specialist forwards your report to the Ethics Line system administrator who will assign your report to the appropriate investigator at U. S. Steel. The specialist is not an employee of U. S. Steel and cannot provide advice or resolve your issue over the phone.

The specialist will provide you with a report key and ask you to choose a password for you to access the "Follow up on a report" feature of the Ethics Line either through the Internet or telephone to review the matter you reported. If you lose your report key or password, you will be unable to follow up on your original report and will need to create a new report if you wish to provide additional information. You should follow up on your report within five to six business days. Please check back with the Ethics Line to:

- Check the accuracy of your report.
- Provide additional information related to your report.
- Respond to any follow-up questions that may have been posted.

Continued follow-up on a matter is particularly important for anonymous reports, where the investigator has no other means to communicate with you.

What happens if I submit a report through the mail?

Reports received by mail will be assigned to the appropriate investigator at U. S. Steel. Please provide as much detailed information as possible about your concern, such as names of witnesses and potential victims of the alleged unethical or illegal conduct.

You may choose to mail an anonymous report. (Due to European Union data protection rules, European-based reporters are encouraged to identify themselves when making a report.) If you choose to identify yourself, your identity will be provided only to those with a need to know. Everyone who receives such information is obligated to maintain

confidentiality to the extent feasible. In addition, U. S. Steel policy strictly forbids any retaliation against anyone who in good faith reports an ethics or compliance violation.

If you choose to send a report by mail, please be aware that you will not be able to follow up on your report either through the Internet or telephone. The mailboxes are checked on a regular basis, but not every day.

Will I be required to share my name with the U. S. Steel Ethics Line?

You are not required to provide your name or any employee identification. If you choose to identify yourself, your identity will be provided only to those with a need to know. Everyone who receives such information is obligated to maintain confidentiality to the extent feasible. In addition, U. S. Steel policy strictly forbids any retaliation against anyone who in good faith reports an ethics or compliance violation.

If you prefer to make an Internet or telephone report anonymously, continued follow-up on your part is particularly important since the investigator will have no other means to communicate with you. Please be aware that if you submit a report by mail, you will not be able to follow up on your report.

Due to European Union data protection rules, European-based reporters are encouraged to identify themselves when making a report.

How does the follow-up feature work and when should I use it?

When you submit a report through the Ethics Line Internet site or the Ethics Line telephone number, you will receive a unique report key and will be asked to choose a password. Approximately five to six business days after you submit a report to the Ethics Line, you should review your report by using the “Follow up on a report” feature of the Ethics Line either through the Internet or telephone using your report key and password.

When you review your report you will have the opportunity to add any further information that will help resolve open issues. You may also respond to any follow-up questions that may have been posted by a company investigator.

Please be aware that if you submit a report by mail, you will not be able to follow up on your report.

What should I do if I lose my report key or password?

Because of the high level of confidentiality that is maintained for reports, you will be given a report key and asked to choose a password. If you lose your report key or password and you wish to follow up on your report, you will need to submit a new report. You should mention in the new report that this matter relates to a prior report.

How does the U. S. Steel Ethics Line maintain confidentiality?

EthicsPoint, Inc., the independent operator of the Ethics Line system, does not trace phone calls or use caller identification. In addition, EthicsPoint does not generate or maintain internal connection logs containing Internet Protocol (IP) addresses, so no information linking your computer to EthicsPoint is available. Reports from your computer come through a secure Internet portal which does not trace or show user screen names. Finally, EthicsPoint removes Internet addresses to ensure that anonymity in the Ethics Line system is maintained. EthicsPoint will not use information reported to it for any purpose other than passing along reported information to U. S. Steel for appropriate handling.

What if I face retaliation for filing a report?

U. S. Steel policy strictly forbids any retaliation against anyone who in good faith reports an ethics or compliance violation. If you believe you have faced retaliation of any kind, please report it to your supervisor or the Ethics Line so that the company can investigate.