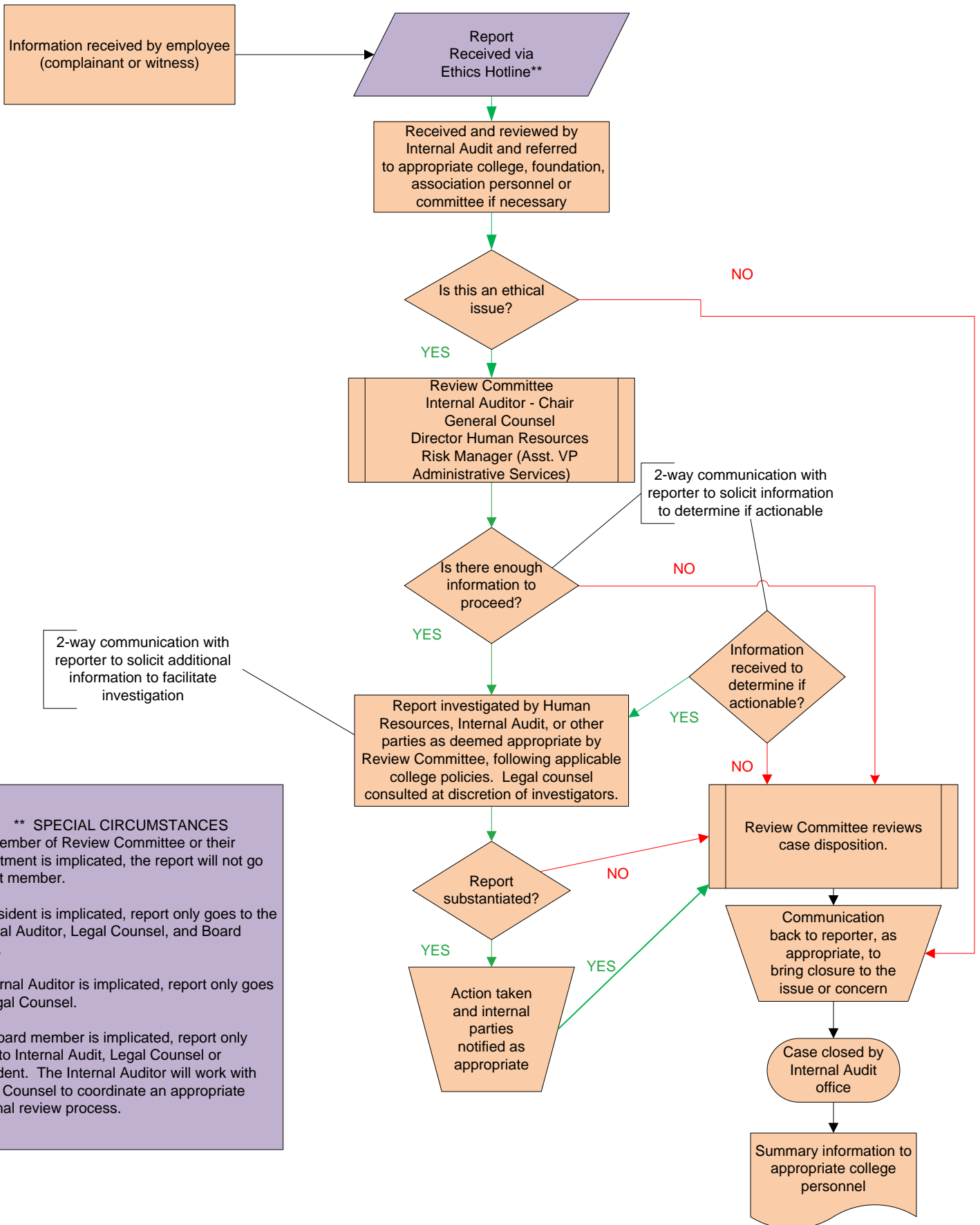


MCC Ethics Hotline Report Procedures

Effective April 2009



**** SPECIAL CIRCUMSTANCES**
If a member of Review Committee or their department is implicated, the report will not go to that member.

If President is implicated, report only goes to the Internal Auditor, Legal Counsel, and Board Chair.

If Internal Auditor is implicated, report only goes to Legal Counsel.

If a Board member is implicated, report only goes to Internal Audit, Legal Counsel or President. The Internal Auditor will work with Legal Counsel to coordinate an appropriate external review process.