

Whistleblower Policy

Policy applies to: All employees and contracted staff

Policy

If you have a reasonable belief that an employee or representative of WKKF has engaged in any action that violates any applicable law, regulation or WKKF policy, you must promptly report your concern to any of the following:

- Your nearest leader
- Your pod, squad or core team leader
- General Counsel and Corporate Secretary
- Vice President for Talent and Human Resources (VP-THR)
- Associate Director of Internal Audit
- EthicsPoint (anonymous reporting hotline)
 - By phone 1-800-492-3364
 - By secure website <https://secure.ethicspoint.com/domain/media/en/gui/27533/index.html>

If you are uncomfortable reporting your concern to any of the above, you may report your concern to the President and CEO. If you feel your concern is not resolved, you may also report it to the Board Chair.

You may report in person or in writing. Your report must include enough information to allow an investigation to begin. Reports of violations or suspected violations will be kept confidential to the extent possible consistent with the need to conduct a full and fair investigation. Your report will be investigated and appropriate action will be taken.

Non-Retaliation

You will not be retaliated against for filing a good-faith report or cooperating with an investigation. If you suspect retaliation, you must report it immediately.

Receiving a Report of a Suspected Policy Violation

If you receive a report of a suspected policy violation, you must immediately inform the following:

- Vice President for Talent and Human Resources of any report related to Talent and Human Resource policies

- General Counsel and Corporate Secretary of any other reports
- President and CEO if the report involves the VP-THR or General Counsel and Corporate Secretary

Executive Council Approved: 12/18/2018