

About EthicsPoint

Reporting – General

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What is EthicsPoint?

EthicsPoint is a comprehensive and confidential reporting tool created by NAVEX Global to assist Hewlett Packard Enterprise in addressing fraud, abuse, and other misconduct in the workplace, all while cultivating a positive work environment.

Why do we need a system like EthicsPoint?

- We believe that our employees are our most important asset. By creating open channels of communication, we can promote a positive work environment and maximize productivity.
- Publicly traded companies are required by law to have an anonymous reporting vehicle to address accounting and auditing fraud directly to the audit committee.
- An effective reporting system will augment our other efforts to foster a culture of integrity and ethical decision-making.

Reporting – General

May I report using either the web based form or the telephone?

Yes. With EthicsPoint, you have the ability to file a confidential, anonymous report either by phone or the web based form.

What type of situations should I report?

- There is an issue that you are aware of and you do not feel comfortable using other Open Door resource options.
- You want to report a suspected violation of the SBC, related policies, or any applicable laws.
- You have attempted to raise a concern and did not get a response.
- You believe that management may be involved or may not be impartial.
- You are unsure where to go to get your concern addressed.
- You would like your conversation to remain anonymous.

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

When you observe some behavior that you believe violates the Standards of Business Conduct, we expect you to report it. Ideally, you should bring any concerns forward to your direct manager, or other member of our management team. We recognize, however, that there may be circumstances when you are not comfortable reporting the issue in this manner. It is for such circumstances that we have partnered with EthicsPoint.

What happens when I report an issue?

Your report is submitted to the HPE Ethics and Compliance Office. Every concern is handled promptly, discretely, and professionally. To the extent possible, HPE will review and investigate all reports of unethical conduct and take appropriate action to resolve each reported matter.

When making a report, please provide as much information as possible, including the name of your organization, the name of the people involved, details of the concern, supporting evidence, and any other relevant information. It is important to ensure we have sufficient detail to review and take appropriate action. If more information is required and you have provided your personal information, you may be contacted to provide further details.

When you call the hotline, it is answered by NAVEX Global, an independent third-party company recognized as one of the premier providers of this service. Calls are answered in a central location, making it easier to respond quickly and identify areas that might require corrective action.

You may identify yourself or remain anonymous. If you choose to remain anonymous, you will

be given a report number and PIN to use if you call back for a progress report.

A summary of your call is made available to the HPE Ethics and Compliance Office, however:

- Call summary reports do not identify your gender.
- Calls are not recorded.
- No attempts are made to identify your telephone number through the use of "Caller ID" or other methods.