

**Helpline notice**

**Perspecta Helpline notice**

The Perspecta Helpline site is a confidential online reporting system provided by Perspecta to allow you to ask questions and to report incidents. Use of Perspecta’s Helpline site is entirely voluntary. If your concern pertains to issues not listed, you are encouraged to report them to local management or a representative from your human resources, legal, or the ethics and compliance department.

Please be aware that the information you supply about yourself, your colleagues, or any aspect of the company’s operations may result in decisions that affect others. Therefore, you may only provide information that, to the best of your knowledge, is correct. While you will not be sanctioned for submitting information in good faith, even if it later turns out to be incorrect, knowingly providing false or misleading information will not be tolerated. The information you submit will be treated confidentially, and we encourage you to identify yourself in order for us to follow up with questions we might have.

**What information is collected?**

The Perspecta Helpline captures the following information directly from you: your name and contact information (if provided), any question you may have, the name and title of all individuals you may be reporting, and a description of any questionable conduct, including all relevant details.

**How will the information be used?**

All the information will be stored on the Perspecta Helpline database, which is hosted by EthicsPoint in the United States. EthicsPoint adheres to the Privacy Shield Principles. Unless otherwise required by law, the information in the Perspecta Helpline database may only be reviewed and used by those individuals who need to access the data to substantiate, investigate, and/or resolve reports. These individuals may include, from Perspecta, ethics/compliance, human resources, legal, security, or management staff, and, from EthicsPoint, call specialists and technical staff. Any of these individuals will be located in the United States.

In cases where Perspecta is legally obligated, individuals you identify in any Perspecta Helpline report may be informed about the fact that a report has been made. In all cases, however, Perspecta will archive as required by law any information you submit that is not necessary to either answer your question or to investigate your report. In addition, once we have responded to your question or completed any investigation, all information you submitted will be archived, as required by law. Perspecta will take adequate technical, organizational, and legal steps to secure the information you provide. Perspecta also requires EthicsPoint to adequately secure your personal data and not use it for any unauthorized purpose. The EthicsPoint terms and conditions are available on the submission form, and you will be asked to agree to them in the course of your submission.