

## EthicsPoint Confidential Call Line Fact Sheet

### What is the EthicsPoint Confidential Call Line?

The EthicsPoint Confidential Call Line, operated by NAVEX Global, is a 24-hour call line and website for team members within the Barry-Wehmiller family of companies, as well as BW partners, customers, suppliers and other third parties, to confidentially report (to the extent permitted by law) potential workplace concerns and other issues that can be reported under applicable law, without fear of retaliation.

*Please note: **This is not an emergency service.** Do not use the EthicsPoint Confidential Call Line to report events presenting an immediate threat to life or property. If you require emergency assistance, please contact your public emergency services.*

### When should I use the EthicsPoint Confidential Call Line?

While communicating directly to your leader or local People Team/Culture and People Development (CPD) representative or direct business contact is the most effective way to share your concerns, BW also offers this option for maintaining a safe, ethical, secure and positive work environment.

Specifically, the purpose of this service is for anyone to report timely or ongoing concerns regarding:

- Team member relations and inappropriate behavior
- Improper business dealings
- Health, safety and work environment
- Theft, fraud and embezzlement
- Falsification of documents and records
- Any other topics that can be reported under applicable legislation.

If you feel that any BW leader or team member is not living up to the ideals and principles set forth in the BW Code of Conduct and Ethics, the Guiding Principles of Leadership (GPL) and other vision documents, and our policies and procedures, or if you have concerns about possible violations of applicable laws or other workplace misconduct, utilize the EthicsPoint Confidential Call Line.

*Please note: Some countries may regulate the reporting process. If you complete a report and regulations pertain to your location, NAVEX Global will reach out to your BW People Team/CPD representative to redirect you to the proper reporting process.*

## Why should I use the EthicsPoint Confidential Call Line?

Ethical behavior—by all team members—is at the core of Truly Human Leadership and the GPL (and other vision documents). All unethical conduct ultimately harms the company and all within our span of care. As a BW team member, or BW partners, customer, supplier or other third party, you are empowered to do the right thing, and you also have a duty to report any concerns, made in good faith, without fear of retaliation. We have a long history of highly ethical business practices, and we take our responsibility to foster a people-centric culture seriously. Understanding concerns regarding workplace behavior and any other applicable issues, and conducting appropriate investigations, is critical for maintaining a healthy and productive environment.

## Where do these reports go and who has access to them?

Reports are entered directly on EthicsPoint's secure servers to prevent any possible breach in security. NAVEX Global makes these reports (and any follow-up information) available only to specific team members within the company who are charged with evaluating reports, based on concern type and incident location. All report recipients have had training in keeping these reports confidential (to the extent permitted by law).

If you are concerned that your report may implicate one of the team members who reviews these reports, please know that the system is designed to ensure that concerns will not be evaluated by team members who may be implicated.

*Please note: The Privacy Notice on Reporting and Investigating Concerns provides additional information about how any personal data may be used. Visit [www.barrywehmiller.ethicspoint.com](http://www.barrywehmiller.ethicspoint.com) to view it.*

## How do I access the EthicsPoint Confidential Call Line?

Visit [www.barrywehmiller.ethicspoint.com](http://www.barrywehmiller.ethicspoint.com) for dialing instructions by country to speak with a trained NAVEX Global communication specialist or to complete a report online on your own.

When you create a report, you will receive a unique report key, along with a password of your choosing, which can be used to follow up on your report, share more information and/or answer any questions from the team member(s) evaluating your concern.

If you feel uncomfortable making a report on your work computer, you may report your concern by phone or use a computer outside of work (at home, at an internet café, at the library, at a friend's house, etc.).

*Please note: In some countries, anonymous reporting may not be legally permitted.*