

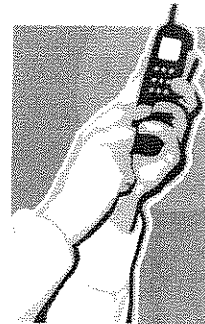
CORPORATE GOVERNANCE HOTLINE

1-877-346-3575

- ✓ THIS IS A 3RD PARTY REPORTING SERVICE
- ✓ YOU DO NOT HAVE TO IDENTIFY YOURSELF
- ✓ 24-HOUR AVAILABILITY
- ✓ REPORTED DIRECTLY TO INTERNAL AUDIT & THE AUDIT COMMITTEE

USE THE HOTLINE TO REPORT:

- ❖ ACCOUNTING, AUDIT OR INTERNAL CONTROL ISSUES
- ❖ VIOLATIONS OF ANY SEC REGULATIONS
- ❖ SUSPECTED FRAUD OR WRONGDOING



REMEMBER:

- Your call is anonymous. It is not being tracked.
- A printed transcription of your call – not your voice recording – is forwarded only to the Managing Director of Internal Audit on behalf of the Audit Committee
- Every call is fully investigated. Be sure to include sufficient details in your message:
 - ✓ Who is involved? What are their names and work locations?
 - ✓ What exactly occurred? Over what period of time?
 - ✓ How long have you been aware of the matter? Who else is aware of the situation?
 - ✓ Did you personally observe this occurring or how did you become aware of it?
 - ✓ Where can information be obtained?



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