



Hampton Tedder Electric Co.
HIGH VOLTAGE CONSTRUCTION, MAINTENANCE, TESTING & ENGINEERING
Founded 1958

Whistleblower Policy

Purpose & Commitment

Hampton Tedder Electric (HTE) encourages employees and third parties to report any violations of laws, regulations, or ethical standards without fear of retaliation. This policy provides a clear, accessible, and secure process for reporting misconduct, including violations of financial fraud, discrimination, safety concerns, and environmental violations.

Whistleblower Reporting Mechanisms

- **Confidential and Anonymous Reporting:** HTE provides multiple channels for employees, contractors, and third parties to report concerns confidentially and anonymously, including:
 - **Direct reporting to Management or Compliance/Safety Officer**
 - **Online Reporting Portal**
- **Scope of Reports:** Reports can be made about, but are not limited to:
 - **Ethical Concerns:** Any concerns of an ethical nature may be reported
 - **Environmental Concerns:** Non-compliance with environmental laws or policies
 - **Fraud, Waste, or Abuse:** Financial misreporting, resource mismanagement, or corruption
 - **Safety Violations:** Failure to adhere to safety protocols.
 - **Discrimination or Harassment:** Violations of workplace fairness or anti-discrimination policies.

No Retaliation

- **Non-Retaliation Assurance:** HTE strictly prohibits retaliation against any individual who, in good faith, reports a concern or participates in an investigation. Retaliation includes, but is not limited to, termination, demotion, harassment, or any form of discrimination.
- **Protections Under California Law:** Employees are protected under California Whistleblower Protection Laws, including the California Labor Code and relevant regulations, which prohibit retaliation for reporting violations of laws or regulations.



Hampton Tedder Electric Co.
HIGH VOLTAGE CONSTRUCTION, MAINTENANCE, TESTING & ENGINEERING
Founded 1958

Investigation and Resolution

- **Investigative Process:** All reported concerns will be thoroughly investigated by a designated compliance or legal team, following a consistent, transparent process. If an issue is substantiated, corrective actions will be taken promptly.
- **Confidentiality:** All whistleblower reports will be handled with the highest degree of confidentiality, to the extent possible under the law. Individuals will be informed of the outcome of the investigation, where appropriate.

Oversight

- **Independent Oversight:** An independent ethics committee or board subcommittee, which includes senior leadership, will regularly review reports, investigations, and outcomes to ensure compliance with regulatory and legal requirements.

Training and Awareness

- **Employee Training:** All employees receive mandatory training on whistleblower procedures, the importance of reporting unethical behavior, and how to use reporting mechanisms.
- **Third-Party Awareness:** HTE also communicates its whistleblower policy to contractors, suppliers, and other third parties who work with the company, ensuring they understand their rights and responsibilities.

Whistleblower Rights

- **Right to Report:** Employees and contractors have the right to report violations of law or company policies without fear of retaliation or harm.
- **Right to Receive Information:** Employees are entitled to be informed of the outcomes of investigations, where legally permissible.