

WWF Whistle Blower Policy

The whistle blower policy provides a mechanism for the reporting of illegal activity or the misuse of WWF assets while protecting the employees who make such reports from retaliation.

Questionable Conduct. This policy is designed to address situations in which an employee suspects another employee has engaged in illegal acts or questionable conduct involving WWF's assets. This conduct might include outright theft (of equipment or cash), fraudulent expense reports, misstatements of any accounts to any manager or to WWF's auditors, or even an employee's conflict of interest that results in financial harm to WWF but also extends to acts of corruption. WWF encourages staff to report such questionable conduct and has established a system that allows them to do so anonymously if necessary.

Making a Report. If an employee suspects illegal conduct or conduct involving misuse of WWF assets or in violation of the law, he or she may report it, anonymously if the employee wishes, and will be protected against any form of harassment, intimidation, discrimination or retaliation for making such a report in good faith.

Employees can make a report to any of the following WWF International executives at any time: Director General, Chief Operating Officer, or Director of People and Organizational Development. Their names and contact information are available on the WWF Intranet site and at the end of this policy statement. Reports can be made by telephone or in writing. WWF will promptly conduct an investigation into matters reported, keeping the informant's identity as confidential as possible consistent with our obligation to conduct a full and fair investigation.

Alternatively, employees can make a report by calling an independent "whistle blower" phone line that will be answered by an outside company. The information provided will be forwarded promptly to WWF for investigation. Callers to the whistle blower hotline may remain anonymous if they wish. The whistle blower phone line and access requirements are set out at the end of this policy which is also on the WWF Intranet site.

All reports received either directly or via the Whistleblowing hotline will be passed to the WWF International Audit Committee, This Committee is independent of WWF International management and reports to the WWF International Board of Directors.

Protection of Employees Who Report Misuse of WWF Assets

No Retaliation. An employee who has made a report of suspicious conduct and who subsequently believes he or she has been subjected to retaliation of any kind by any WWF employee is directed to immediately report it to the Director of People and Organizational Development. Reports of retaliation will be investigated promptly in a manner intended to protect confidentiality as much as practicable, consistent with a full and fair investigation. The party conducting the investigation will notify the employee of the results of the investigation.

WWF strongly disapproves of and will not tolerate any form of retaliation against employees who report concerns in good faith regarding WWF's operations. Any employee who engages in such retaliation will be subject to discipline up to and including termination.

Director General +41 22 364 9280

Chief Operating Officer + 41 22 364 9278

Director, People and Organizational Development + 41 22 364 9275

Alternative Whistle Blower Phone Line: Please see below the telephone contact numbers for each country for the independent Whistleblower hotline – call charges may be reversed if caller wishes.

WWF Whistleblower Hotline Contact Details

Attachment to the WWF International Whistleblower Policy version October 2016

WWF Office leaders should ensure the number for their territory as noted in the below list is well communicated to all employees and third parties as appropriate:

In addition to the below phone numbers, you can contact the Hotline as follows...

E-mail: wwf@expolink.co.uk

Web: www.expolink.co.uk (Code: **wwfint**)

If your location is NOT noted below, please call collect/reverse charge as follows:

1. Caller dials their country operator
2. Ask for an international collect call or reverse charge to: 0044 1249 661 808
3. Operator dials and speak to an Expolink Operator who will accept the call and charges
4. Operator connects caller, leaves the call and then the call takes place as normal

Country	Toll free, or, Freephone number
Argentina	0800 6662603
Australia	1800 121 889
Austria	0800 281700
Bahrain	80004475
Bangladesh	dial 157001 then caller either gets the operator or a recorded message which will prompt them to dial 8779167615.
Belarus	882000 730028
Belgium	0800 71025
Brazil	0800 891 8807
Bulgaria	00800 110 44 74
Canada	1888 268 5816
Chile	123 002 004 12
China Netcom (North)	00800 3838 3000
China Telecom (South)	10800 441 0078
Croatia	0 800 222 845
Columbia	01800-944 4796
Costa Rica	08000440101
Cuba	Dial 2935 you will either get the operator or hear a recorded message which will prompt to dial 8779167615
Cyprus	800 95207
Czech Republic	800 142 428
Denmark	8088 4368
Egypt	0800 000 00 23
Eire	1800 567 014
Estonia	800 00 44 265
Finland	0800 116773
France	0800 900240
Germany	0800 182 3246
Greece	00800 441 31422
Hawaii	1866 293 2604
Hong Kong	800 930770
Hungary	06800 14863
Iceland	800 82 79
India	000 800 440 1286
Indonesia	001 803 0441 1201
Israel	1809446487

Italy	800 783776
Japan	00531 78 0023
Kazakhstan	88003333524
Kenya	0800 723 132 (corrected from earlier version!)
Korea (South)	00308 442 0074
Latvia	8000 26 70
Lithuania	8800 30 444
Luxembourg	8002 4450
Malaysia	1800 807055
Malta	800 62404
Mexico	01800 123 0193
Netherlands	0800 022 9026
New Zealand	0800 443 816
Norway	800 14870
Oman	80077686
Pakistan	00800 900 44181
Peru	0800 53611
Philippines	1800 1442 0076
Poland	00800 441 2392
Portugal	800 880 374
Puerto Rico	1866 293 1804
Romania	08008 94440
Russia	810 800 2058 2044
Saudi Arabia	800 844 0172
Serbia	0800 190 603
Singapore	800 4411 140
Slovakia	0800 004461
Slovenia	0800 80886
South Africa	0800 990520
Spain	900 944401
Sri Lanka	011 244 5413 (dialling from Colombo omit 011)
Sweden	0200 285415
Switzerland	0800 563823
Taiwan	0080 10 44202
Thailand	001 800 442 078
Trinidad/Tobago	18002037122
Turkey	00800 4463 2066
United Kingdom	0800 374199
United Arab Emirates	8000 44 138 73
USA	1877 533 5310
Venezuela	0800 100 3199
Vietnam	120 11527

If you have difficulties reaching the Hotline, or wish to speak with WWF directly, please contact Donna Lusti, Manager, Governance & Compliance at WWF International: dlusti@wwfint.org.

Hotline Services provided to WWF globally by:

