

WHISTLEBLOWER PROTECTION NOTICE

(Must be printed in larger than 14 point type)

Employers may not prevent employees from disclosing information pertaining to:

- A violation of a state or federal statute;
- A violation or noncompliance with a local, state or federal rule or regulation; or
- Unsafe working conditions or work practices in the employee's job or place of employment.

The disclosing employee (whistleblower) must have reasonable cause to believe a violation or act of non-compliance occurred or unsafe working conditions or work practices exist.

Both State and Federal laws protect whistleblowers from retaliation by their employer.

Note that whistleblowers are not protected if they disclose information that is protected by the attorney-client or physician-patient privileges or are trade secrets.

The whistleblower's disclosure should be made to:

- a government or law enforcement agency;
- a person with authority over the employee;
- another employee with authority to investigate, discover, or correct the violation or noncompliance; or
- a public body conducting an investigation, hearing or inquiry.

A whistleblower can also be an employee who refuses to participate in an activity that would result in a violation of a state or federal statute, or a violation of or noncompliance with a local, state or federal rule or regulation.

Under <u>California Labor Code Section 1102.5</u>, if an employer retaliates against a whistleblower, the employer may be required to reinstate the employee's employment and work benefits, pay lost wages, and take other steps necessary to comply with the law.

How to report improper acts

If you have information regarding possible violations of state or federal statutes, rules, or regulations, or violations of fiduciary responsibility by a corporation or limited liability company to its shareholders, investors, or employees, call the California State Attorney General's Whistleblower Hotline at 1-800-952-5225. The Attorney General will refer your call to the appropriate government authority for review and possible investigation.