

## WHISTLEBLOWER POLICY

We are committed to always doing the right thing. That is why we have an ethics and compliance program and why we have adopted this [Whistleblower Policy](#). The Policy is specifically designed to be part of an effective program to prevent and detect violations of law and conduct.

Anyone believing they are aware of a violation of law or conduct is expected and encouraged to report their concerns. There are many ways to report a concern or incident related to this Policy. There are many ways to report a concern or incident related to this Policy. You may discuss it with HR, the CFO, the President & CEO, or any member of management by calling (434) 243-9001. For serious matters, you may also use the confidential Ethics Hotline.

Serious concerns may be reported confidentially and anonymously in either of the following ways:

- Website: [www.lighthouse-services.com/uvaalumni](http://www.lighthouse-services.com/uvaalumni)
- **English speaking: (833) 650-0008**
- Spanish speaking: (800) 216-1288
- E-mail: [reports@lighthouse-services.com](mailto:reports@lighthouse-services.com) (must include company name with report)
- Fax alternative for written documents: 215-689-3885 (must include company name with report)