

## **Whistleblower Guidelines**

Staff of Hex Trust is encouraged to report any potential violations in a manner that will facilitate effective investigation and remediation, which in general will mean open or confidential, rather than anonymous, reporting. Hex Trust will ensure that confidentiality will be maintained not just of the name of the whistleblower but also to the disclosure of any "identifying information", as often when facts are known only to a few, that information can easily be traced back to the source and are the equivalent to a signature.

A staff member who chooses to report on an anonymous basis must provide enough information concerning the basis of the allegations and sufficient detail or supporting evidence that the matter can be pursued responsibly. Otherwise, the matter usually cannot be pursued further.

Even where anonymous allegations are sufficiently detailed or supported to permit a responsible investigation to be conducted, no final finding of misconduct will be made based solely on the anonymous allegations without independent corroboration.