

The Ethics Hotline Program for Retail Co-ops

The Ethics Hotline is a program that provides a mechanism for Co-op employees to report what they believe to be fraudulent or unethical behavior. The Hotline also ensures confidentiality and anonymity for the caller.

The Ethics Hotline is operated by the independent accounting firm of MNP LLP and is completely separate from FCL. Although all participating Co-ops and FCL utilize the same toll free phone number, text number and email address, each is completely independent from any other Co-op or FCL.

Please refer to the *Frequently Asked Questions* document for additional information.

Should a Co-op wish to participate in an Ethics Hotline they may do so by contacting:

Michael McCormack
403 – 536 – 5527
Michael.mccormack@mnp.ca

The Ethics Hotline offers a toll free phone number as well as a text option and an email option (*please note that only retailers that have entered into an agreement with MNP LLP should display the signage or distribute the wallet cards*).

The Ethics Hotline program is supported by signage, which should be posted in all facilities of the Retail, and wallet cards for each retail employee. These wallet cards should also be given to new employees as part of their orientation package.

The signage and wallet cards have been added to the *Team Book and Brand Library*. They may be ordered by contacting:

Raeann Engele
Retail Coordinator
Marketing & Communications
306 – 649 – 5218 or r.engele@fcl.ca

Once you have placed an order for posters and/or wallet cards, you will receive confirmation with the approximate time before you will receive them.

The following are the posters and wallet cards designed for use by participating retail Co-ops:

Signage (11" x 17")



HELP PREVENT FRAUD AND UNETHICAL ACTIVITY

Fraud and ethical issues can have a devastating impact on a company, from its finances to its reputation to its employees.

To help ensure our long-term productivity and prosperity, early prevention and detection is critical. If you suspect fraudulent or unethical activity is taking place, contact our confidential Ethics Alert Hotline at:

Call: 1-866-529-9589
Text: 587-435-9589
Email: ethics.alert@mnp.ca

The Hotline is independently operated by a third party to ensure confidentiality and anonymity in reporting suspected fraud, ethical breaches, and crimes.



ASSET PROTECTION

Wallet Card

Front



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1-866-529-9589 or Text 587-435-9589
Email: ethics.alert@mnp.ca

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Reverse





ASSET PROTECTION

Protecting people, property and brand.