

The Whistleblower hotline is a new service offered by American Public Media Group, which allows employees across the APM Group, as well as constituents and contractors, to report serious violations or infractions and remain anonymous. Whether making a report openly or anonymously, anyone making a report is protected from retaliation, harassment, reprisals or victimization for whistle blowing in good faith.

Below are answers to questions you may have about this service:

Who is a Whistleblower?

A whistleblower is a person who raises a serious concern regarding misconduct occurring within the organization. Such misconduct may be a violation of law, rule or regulation, the act of fraud, health and safety violations, or corruption.

Why should I use the hotline?

The hotline is intended for serious concerns that you believe are not being addressed, or you are uncomfortable addressing directly with management. A key component of the hotline is to provide a method for reports to be made confidentially and anonymously using a third party.

Will my identity remain anonymous?

Yes. Your anonymity will be protected if you wish.

What types of things should be reported using the hotline?

Examples of misconduct that might be reported include (but are not limited to):

- illegal activities;
- improper accounting or controls;
- conflicts of interest;
- bribery;
- falsification of contracts, reports or records;
- harassment or discrimination;
- theft, fraud or embezzlement;
- unsafe working conditions.

How do I file a report?

A report to the whistleblower hotline is made as follows:

1. Call the toll free telephone number: (877) 767-7781 -- available 24 hours a day / 7 days a week;
2. Follow the instructions for leaving a message.
3. Write down the five-digit case number you are assigned;
4. A written transcript of your call will be sent to APMG's Compliance Officer and will be addressed with the appropriate parties;
5. Your call can be anonymous. Leave your name and telephone number if you prefer a direct response;
6. If you want to receive your response anonymously, call back after five business days. Be sure to have your case number ready.

Why is APMG making the hotline available externally?

According to a 2012 report by the Association of Certified Fraud Examiners, tips are by far the best method for detecting fraud – tips are over twice as effective as the second-best method, management review. Implementing a third-party hotline and making it available to external constituents will make APMG more effective in collecting tips and addressing any improprieties as soon as possible.

Do I have an obligation to make a report?

We have a responsibility to be good stewards of the resources given to us by the communities and audiences we serve. It is of the utmost importance that improprieties are reported so that corrective action can be taken. The Whistleblower hotline offers an option to do so anonymously.

I am afraid of retaliation, how do I know I will not be fired for making a report?

The Whistleblower policy aims to provide an avenue for employees to raise concerns anonymously and reassurance that they will be protected from retaliation, harassment, reprisals or victimization for whistle blowing in good faith.