

Whistleblowing Policy Summary Statement

1 July 2019



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1 Summary of the Whistleblowing Policy at First State Super

First State Super has a strong values-based culture that encourages openness, integrity and accountability. We encourage staff to report instances of wrong doing, including raising concerns about suspected or actual unethical or unlawful behaviour.

2 Purpose

The purpose of the First State Super Whistleblowing Policy is to:

- encourage, support and promote honest and ethical behaviour;
- provide a framework for the voluntary disclosure and escalation of reportable conduct (including unethical, illegal, corrupt or other inappropriate conduct) without being subject to adverse actions;
- provide guidance on how to raise a concern about suspected or actual unethical or unlawful behaviour;
- outline how First State Super will deal with reports of serious wrong doing; and
- set out the avenues available to staff to raise concerns in relation to reportable conduct without being subject to victimisation, harassment or discriminatory treatment.

3 Who can make a report?

For the purpose of the policy, a Whistleblower is an eligible person who make or attempts to make a disclosure of reportable conduct. An eligible person means our:

- current and former directors, company officers and senior managers;
- current and former employees and temporary staff (including secondees and contractors);
- current and former service providers (e.g. auditors, accountants and consultants) and suppliers; and
- employees of current and former service providers/suppliers.

Although they are under no obligation to do so, an associate, family member or dependent of any person in the above groups of people may disclose reportable misconduct. If they do choose to report, we will extend the relevant rights and protections under this policy.

4 How to make a report

Reports of improper conduct or detrimental action may be made to the Whistleblower Service. The Whistleblower Service is an independent, free service (operated by Deloitte) that will accept contact on both a confidential and anonymous basis.

The Whistleblower Service is available 24 hours a day, 7 days a week. The Whistleblower Service Investigators that will be dealing with a report are not associated with First State Super. They are trained, and experienced specialists dedicated to dealing with Whistleblowers and their concerns. Their report will be directed to the Whistleblowing Investigations Officer. When reporting an incident or action, include as much information and/or documentation as possible, including names, dates and locations.

The Whistleblower Service can be contacted via:

- **Telephone** on 1800 173 918
- **Email** whistleblower@deloitte.com.au
- **Online** www.whistleblower.deloitte.com.au
- **Fax** +61 3 9691 8182
- **Mail Reply Paid Post in Australia:** Deloitte Whistleblower Service, Reply Paid 12628, A'Beckett Street, Melbourne VIC 8006