



North American Energy Standards Board

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WHISTLEBLOWER POLICY

NAESB is committed to maintaining a workplace where employees are free to raise good faith concerns regarding suspected violations of the law on the part of NAESB; to identify potential violations of NAESB policy, and to provide truthful information in connection with any official inquiry or investigation. NAESB expressly prohibits any form of retaliation, including harassment, intimidation, adverse employment actions, or any other form of retaliation, against employees who upon reasonable belief raise suspected violations of law, cooperate in inquiries or investigations, or identify potential violations of NAESB policies. Any employee who engages in retaliation will be subject to discipline, up to and including termination. Conversely, reports that prove to be unsubstantiated and not reasonably made or which prove to have been made maliciously or knowingly false will be viewed as a serious disciplinary offense. Reports of suspected violations of law or policy and reports of retaliation will be investigated promptly and in a manner intended to protect confidentiality. The Managing Committee will manage such investigation, and may request the assistance outside parties as deemed necessary. The Managing Committee will prepare a report of the findings of the investigation, and submit such report to the Board of Directors. In the event that a report concerns a member of the Managing Committee, the member shall recuse himself or herself from the proceedings, and the remaining members of the Managing Committee shall continue the investigation. Any employee who believes that he or she has been subjected to any form of retaliation as a result of reporting a suspected violation of law or policy should immediately report such incident to the President or General Counsel of NAESB, who will immediately inform the Managing Committee.