

Heineken

International

The Heineken Code of Whistle Blowing

Executive summary

The whistle blowing procedure is developed in order to promote transparency, to underpin the risk management systems and to help protect the reputation of the organisation. It defines the procedure for employees and others, to report (suspicion of) serious contravention of the Heineken Code of Business Conduct.

By this Code Heineken is in compliance with the Corporate Governance regulation in the Netherlands. Local adaptation of this policy is only permissible in order to comply with local mandatory law and regulations.

Principles

The procedure is based on the following principles:

- Heineken will act on any serious wrongdoing or malpractice within the company.
- A toll free number (external agency) offers employees the possibility to report serious wrongdoing 24/7 in their own language and, if the whistle blower chooses so, guarantees anonymity
- Local management is responsible for managing a local issue. The Regional Presidents and - if applicable - the Executive Board decide on international issues, in case of appeal and if local management is involved in alleged serious wrongdoings or malpractice.
- The whistle blower will be offered protection, confidentiality and on request anonymity.
- Heineken will not tolerate false and malicious allegations and will take disciplinary action where this occurs.
- Implementation and communication of the procedure is the local GM/ MD's responsibility.
- The Integrity Committee will prepare decisions and monitor execution on corporate level on behalf of the Executive Board.
- The Code does not replace existing procedures for handling (individual) grievances

Procedure

In headlines, the whistle blowing procedure has the following features:

- An infringement of Code of Business Conduct or any other serious misconduct or malpractice is primarily reported to the responsible line manager.
- If – for whatever reason – this is not possible or desirable, the reporter can get in touch with the local trusted representative or call a helpline (toll free international number) that will establish contact between the reporter and the local Trusted Representative (coach) or the Integrity Committee.
- If the whistle blower chooses to remain anonymous, (s)he will receive a 'call log number', which allows him/her to call back for checking the status of the investigation.
- The Trusted Representative / Integrity Committee will investigate the issue. Local management / the Regional President / the Executive Board will decide.

