

Human Resources Policy

Reference Number: 2-5

**Title: Whistleblower Policy** 

# WHISTLEBLOWER POLICY

## **APPLIES TO: All Employees**

#### General

Our goal at Woodbine Entertainment Group is to achieve the highest business and personal ethical standards as well as to comply with all laws and regulations that apply to our business. Adherence to these standards will help to ensure decisions reflect care and consideration for all our stakeholders.

Ethical business behaviour is the responsibility of every member of the Company's team and is reflected not only in our relationships with each other but also our customers, other organizations, suppliers, competitors, government and the public.

This Policy establishes procedures that allow employees of the Company and/or members of the public to confidentially and anonymously submit their concerns to the Company's Board of Directors regarding violations of laws or regulations that govern the Company's business, or violations of the Company's Code of Ethical Business Practices or the Code of Business Conduct and Ethics – Conflict of Interest Policy of the Board of Directors, without fear of retaliation.

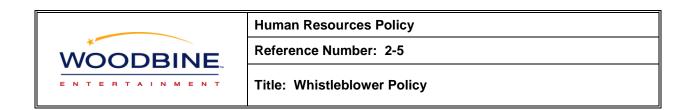
Unlawful activities, or conduct in violation of the Code of Code of Ethical Business Practices or the Code of Business Conduct and Ethics – Conflict of Interest Policy of the Board of Directors, which are the subject of a complaint or submission, are referred to in this Policy as "Alleged Irregularities." Alleged Irregularities include, without limitation, improper or fraudulent accounting, documentation or financial reporting, and other improper conduct which is reasonably suspected to be in violation of applicable laws or Company policies.

#### **Reporting Violations**

It is the responsibility of all employees, Directors or officers to report Alleged Irregularities in accordance with this Whistleblower Policy.

Mr. H.B. Clay Horner will be the recipient of submissions and complaints received pursuant to this Policy. Mr. Horner is the Chairman of the Company's Board of Directors and is independent of operational units and management of the Company.

Such information may be provided via e-mail to Mr. Horner at anonymouswhistleblower555@gmail.com.



Such information may also be provided anonymously by leaving a message with Mr. Horner at (416) 213-2112.

### No Retaliation

No employee, Director or officer who in good faith makes a report pursuant to this Policy shall suffer harassment, retaliation or adverse employment consequence. An employee, Director or officer who retaliates against someone who has made a report pursuant to this Policy, in good faith, is subject to discipline up to and including termination of office and/or employment.

#### **Investigations of Complaints**

Mr. Horner will determine the appropriate course of action relating to any reported violations. Such course may include a full investigation of the violations, with or without the input or assistance of management. The Company's Board of Directors may retain independent investigators, legal counsel, accountants or other advisers to assist it in its investigations.

#### Acting in Good Faith

Anyone filing a complaint or submission pursuant to this Policy must be acting in good faith and have reasonable ground for believing the information disclosed is an Alleged Irregularity. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious offence and an employee making such complaints or submissions may be subject to disciplinary action.

## Confidentiality

Complaints or submissions made pursuant to this Policy may be submitted on a confidential basis and/or submitted anonymously. All complaints or submissions will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

#### Handling of Reported Violations

Mr. Horner will acknowledge receipt of the reported Alleged Irregularity with the sender (other than anonymous submissions) within five (5) business days. All reports will be promptly investigated and, if warranted by the investigation, appropriate corrective action will be taken.

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The Company shall retain records of complaints for a period of no less than seven (7) years as a separate part of the records of the Company's Board of Directors.

#### **Further Reference**

Code of Ethical Business Practices Respect in the Workplace Policy #2-3 Policy #5-2

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Approval: \_\_\_\_\_\_Chairman of the Board of Directors

Date: August 11, 2015