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# Whistleblower Protection Policy

**This Policy relates to:**

All Selector Funds Management (ABN 85 102 756 347 AFSL 225 316) ('Selector') Employees and Contractors

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# 1. Purpose of the Whistleblower Protection Policy

Selector is committed to upholding the highest standards of integrity, fairness and ethical conduct and recognises that a whistleblower protection program is an important element in detecting corrupt, illegal or other undesirable conduct.

Selector's Code of Conduct (CPR7) and other policies have been developed in order to align with these values. Our Whistleblower Policy ('Policy') has been implemented to ensure employees and other Disclosers can raise concerns regarding any misconduct or improper state of affair or circumstances without being subject to victimisation, harassment or discriminatory treatment.

The Compliance and Risk Management Committee ('CRMC'), Board and senior management of Selector encourage reporting potential misconduct. A failure to report potential misconduct exposes Selector to risks and undermines our values.

The objective of this Policy is to:

- encourage Selector employees and other Disclosers to disclose relevant information if they become aware of Reportable Conduct;
- detail the procedure in reporting concerns and the protections available to Disclosers;
- outline Selector's processes for responding to disclosures; and
- ensure Disclosers feel safe in disclosing their concerns.

## 2. Who the Policy applies to

The Policy applies to 'eligible whistleblowers' under the *Corporations Act 2001* (Cth), which are:

- Selector and all subsidiary and affiliate entities over which it exercises control; and
- Selector's current and past employees, officers, contractors, suppliers (including employees of suppliers), and associates,

as well as these people's dependents (or their spouse's dependents) and their relatives.

## 3. Matters the Policy applies to

This Policy applies to Reportable Misconduct. Anyone with information about Reportable Misconduct is encouraged to disclose their concerns under this Policy. Selector must comply with its obligations relating to protections of whistleblowers in the *Corporations Act 2001* (Cth) and equivalent legislation in other jurisdictions.

Reportable Conduct is conduct in relation to Selector that is:

- Fraudulent;
- Dishonest;
- Illegal
- Corrupt;
- Unethical
- In breach of internal policy;
- Misconduct or an improper state of affairs in relation to Selector; or
- A danger, or represents a danger, to the public or financial system.

## 4. Raising concerns at Selector

Selector is committed to a supportive workplace environment and you are encouraged to raise concerns that you may have regarding conduct occurring at Selector or in relation to Selector.

Selector has a number of formal and informal ways in which concerns can be raised depending on your circumstances and the level of seriousness of the issue. In most cases, your concerns may be able to be addressed informally, through discussions with your Leader.

However, in some cases, you may be more comfortable making a formal report and Selector has adopted this Policy to help you with that process.

Set out below are the two main ways in which you may choose to raise your concerns.

### 4.1. Speaking to your Leader / informally raising concerns

For most issues, you will likely be comfortable discussing your concerns informally with your Leader or another trusted person within the business and Selector encourages you to continue to feel empowered to raise issues in this way. Selector is committed to the creation of a supportive workplace environment and it seeks to create a culture where concerns can be discussed openly and transparently.

Accordingly, Selector encourages you to speak to your Leader or raise your concerns informally if you would prefer not to discuss your concerns with the people listed in section 6 to make a formal report under this Policy. However, please note that informally raising concerns outside of this Policy may limit the protections that you are entitled to under the law, which are summarised in Attachment 1.

### 4.2. Disclosing Reportable Conduct under this Policy

Where you have concerns about Reportable Conduct at Selector and you are not comfortable raising your concerns informally in the ordinary course, you are encouraged to formally report it under this Policy by telling an appropriate person in a position of influence (examples of these people, called Recipients, are provided in section 6 below) if you have reasonable grounds to suspect that Reportable Conduct has occurred in relation to Selector.

### 4.3. Personal work-related grievances

For the avoidance of doubt, Reportable Conduct does not include 'personal work-related grievances'. These are generally grievances relating to a Staff Member's current or former employment or engagement that have implications for that person personally, and that do not have broader implication for Selector. They are not within the scope of this Policy.

Examples of personal work-related grievances include:

- a conflict between you and another employee;
- a decision relating to your promotion; or
- a decision relating to the termination of your employment.

However, in some cases personal work related grievances may be covered by this Policy. See further information in Attachment 1.

## 5. Definitions

**Reportable Conduct** means any suspected or actual misconduct or improper state of affairs or circumstances in relation to Selector. It also means a breach of law or information that indicates a danger to the public. For further information, please see Attachment 1. Reportable Conduct does not generally include personal-work related grievances as described above in section 4.3. However, you should disclose matters even if you are unsure if something is a Reportable Conduct.

Examples of Reportable Conduct may include but are not limited to:

- breach of laws or regulations;
- breach of Selector's Code of Conduct (CPR7) or other Selector policies, standards or codes;
- criminal activity;
- bribery or corruption;
- conduct endangering health and safety or causing damage to the environment;
- dishonest or unethical behaviour;
- conflicts of interest;
- anti-competitive behaviour;
- financial fraud or mismanagement;
- insider trading;
- breach of trade sanctions or other trade controls;
- unauthorised use of Selector's confidential information;
- conduct likely to damage the financial position or reputation of Selector; and
- deliberate concealment of any of the above.

This Policy also refers to a number of key people, who are defined as follows:

Term	Meaning	Role and Responsibilities
<b>Recipients</b>	Those persons identified in section 6, which include: <ul style="list-style-type: none"> <li>&gt; Managing Director</li> <li>&gt; Compliance Officer</li> <li>&gt; A member of Selector's Executive Team (other than the Compliance Officer)</li> </ul>	The role of the Recipients is to ensure that the information is heard by Selector and proper follow-up occurs, as well as to ensure Disclosers feel supported and protected. Recipients will refer the disclosure to the Compliance Officer as soon as possible to oversee Selector's response.
<b>Whistleblower or Discloser</b>	The person disclosing in connection to Reportable Conduct.	
<b>Compliance Officer</b>	The Board appointed Compliance Officer of Selector responsible for the Compliance oversight.	If a report made under this Policy is formally investigated, the Compliance Officer will carry out or supervise the investigation.  The Compliance Officer will report any investigation outcomes and safeguard the interests of Employees making reports under the Policy and ensure the integrity of the reporting mechanism.
<b>Compliance and Risk Management Committee</b>	The Board appointed committee responsible for Selector's compliance systems and reports directly to the Board.	The role of the CRMC is to monitor Selector's compliance and risk management systems and to ensure that the Policy is kept up to date and implemented as required.

## 6. How to make a disclosure

If you wish to disclose Reportable Conduct, you are encouraged to firstly report the matter internally to one of the following Recipients:

- Managing Director/s
- Compliance Officer
- A member of Selector's Executive Team (other than the Compliance Officer)

You should provide as much information as possible, including details of the Reportable Conduct, people involved, dates, locations and any more evidence that may exist.

## 7. Disclosing anonymously

You can make an anonymous disclosure if you do not want to reveal your identity.

While you are encouraged to provide your name when providing a disclosure because it will make it easier for Selector to address your disclosure (for example, the context in which you may have observed the Reportable Conduct is likely to be useful information) you are not required to do so.

If you do not provide your name, Selector will assess your disclosure in the same way as if you had revealed your identity, and any investigation will be conducted as best as possible in the circumstances. However, please be aware that an investigation may not be possible unless sufficient information is provided. You will still be entitled to protections under the law if a protected disclosure is made, as described in Attachment 1.

Information received from anyone disclosing Reportable Conduct will be held in the strictest of confidence. More information on protecting your identity is contained in section 10.

## 8. Selector's commitment to Employees who disclose Reportable Conduct

Disclosures made under this Policy will be received and treated sensitively and seriously and will be dealt with fairly and objectively.

While disclosing Reportable Conduct does not guarantee that the disclosure will be formally investigated, all reports will be assessed and considered by Selector and a decision made as to whether they should be investigated. Selector's response to a disclosure will vary depending on the nature of the disclosure (including the amount of information provided).

Recipients will keep in contact with Disclosers until the matter is resolved by Selector. If appropriate, Disclosers will be told how Selector has decided to respond to their disclosure, including whether an investigation will be conducted. This may not occur until after an investigation has been concluded.

Any investigations commenced will be conducted in a timely manner and will be fair and independent from any persons to whom the disclosure relates. Investigations will generally be overseen by the Compliance Officer. Other people, including employees or external advisers, may also be asked to assist or run the investigation.

All employees and contractors must cooperate fully with any investigations.

Unless there are confidentiality or other reasons not to do so, persons to whom the disclosure relates will be informed of the allegation at an appropriate time and will be given a chance to respond to the allegations made against them.

Your identity will be protected as described in section 10 of this Policy.

## 9. What happens after an investigation?

The results of any investigation will be recorded in writing in a formal internal report that will be confidential and is the property of Selector. The outcome of any investigation will be reported to the CRMC in accordance with section 13 below.

Disclosers will generally be informed of the investigation outcome. However, it may not always be appropriate to provide Disclosers with this information in which case it will not be shared.

Where appropriate, the persons to whom the disclosure relates will also be informed of the findings of any investigation. The formal report recording the results of an investigation will not be provided to a Discloser or any other person subject to investigation.

Where an investigation identifies a breach of law, Selector's Code of Conduct (CPR7) or internal policies or procedures, appropriate disciplinary action may be taken. This may include but is not limited to terminating or suspending the employment or engagement of the person(s) involved in the misconduct.

## 10. Protection of Whistleblowers

Selector is committed to protecting and respecting the rights of a Discloser under this Policy. This section outlines the policy on protecting those who disclose Reportable Conduct. The law also contains additional protections, which are summarised in Attachment 1.

### Protecting your identity

The priority at Selector is to protect Disclosers. Your identity (and any information that we have because of your disclosure that someone could likely use to work out your identity) will only be disclosed if:

- you give your consent for Selector to disclose that information;
- the disclosure is allowed or required by law (for example, disclosure by Selector to a lawyer to get legal advice relating to the law on whistleblowing); or
- in the case of information likely to identify you, it is reasonably necessary to disclose the information for the purposes of an investigation, but all reasonable steps are taken to prevent someone from working out your identity.

### Protecting you from detriment

Selector will not tolerate any detrimental conduct against any person who has or may disclose Reportable Conduct or who is believed to have done so, including conduct against that person's colleagues, employer (if a contractor) or relatives.

- Examples of detrimental conduct includes the following:
- discrimination, detriment or damage to a person's reputation;
- harassment, intimidation or retaliation;
- a demotion or dismissal; or
- threats of any of the above.

Any person involved in detrimental conduct may be subject to disciplinary action (including but not limited to termination of employment or engagement). In some circumstances, this may also be a criminal offence punishable by imprisonment. Selector may refer any person that has engaged in detrimental conduct to law enforcement authorities for further investigation.

If you are concerned that you may be, are being, or have been subject to detrimental conduct as a result of disclosing Reportable Conduct, you should immediately report this matter to the Compliance Officer.

### Other protections available

Selector is committed to making sure that you do not suffer detriment because you disclosed Reportable Conduct. The protections offered will be determined by Selector and depend on things such as the Reportable Conduct and people involved. Protections may include the following, at Selector's discretion:

- monitoring and managing the behaviour of other employees;
- relocating employees (which may include the people alleged to have been involved in the Reportable Conduct) to a different group or office or revising the reporting lines of employees;
- offering you a leave of absence or flexible workplace arrangements while a matter is investigated;
- rectifying any detriment that you have suffered.

Selector will look for ways to support all Whistleblowers, but it will of course not be able to provide non-employees with the same type and level of support that it provides to employees. Where this Policy cannot be applied to non-employees (for example, because Selector cannot itself offer flexible workplace arrangements to a supplier), Selector will still seek to offer as much support as practicable.

## 11. False or misleading disclosures

You will be expected to have reasonable grounds to suspect the information you are disclosing is true, but you will not be penalised if the information turns out to be incorrect.

However, you must not make a report that you know is not true or is misleading. Where it is found that a Discloser has knowingly made a false report, this may be a breach of Selector's Code of Conduct (CPR7) and will be considered a serious matter that may result in disciplinary action. There may also be legal consequences if you make a knowingly false report.

## 12. Record keeping and personnel files

All disclosures will be recorded in a confidential register (Whistleblower Register).

The Recipient (or other person receiving your disclosure) will seek your consent before recording your name on the Whistleblower Register. You are encouraged to feel supported and safe in providing information, and to consent to the limited sharing within Selector of your identity. This will assist Selector to protect and support you in relation to your disclosure and facilitate Selector in investigating, reporting and taking action arising as a result of your disclosure.

The Whistleblower Register is confidential and can only be accessed by Recipients and the Compliance Officer (including any delegates of the Compliance Officer responsible for conducting an investigation), who will use that information to determine the appropriate response to disclosures made and to inform any investigation that has commenced.

All information, documents, records and reports relating to the investigation of reported conduct will be confidentially stored and retained in an appropriate and secure manner.

## 13. Reporting and Review of this Policy and the Whistleblower Program

The CRMC will receive a summary of disclosures made under this Policy at least on a biannual basis, including metrics on disclosures made and the types of issues raised. The summary provided to the CRMC will not identify individual Disclosers.

Selector's Whistleblower Program is to be reviewed no less frequently than every two years. The review must address the efficacy of the Whistleblowing Program. Any changes to Selector's Whistleblower Program must be approved by the CRMC. In particular, within the constraints of confidentiality and any other legal restrictions, it must consider the fairness of the investigations undertaken, the actual consequences of making disclosures for people who have made reports and compliance with this Policy generally.

## 14. Availability of this Policy and training

Selector will seek to ensure that employees (including new employees) are informed about and understand this Policy. Each employee will have access to this Policy. Training will also be provided to individuals who receive whistleblowing disclosures or otherwise have a role under this Policy, including in relation to how to respond to disclosures.

This Policy does not form part of any terms of employment and Selector may change, apply or withdraw this Policy in its discretion.

Any questions about this Policy can be referred to the Company Secretary.

## 15. Relationship to other policies

This Policy should be read in conjunction with the Code of Conduct policy.



# Attachment 1: Protections provided by Australian law

## 1. When legislative protections may apply

Under Australian law, legislative protections are available for Disclosers (including current and former employees and suppliers, as well as their relatives and dependants) who make a "protected disclosure" to certain people.

Selector encourages you to disclose Reportable Conduct to a Recipient described under section 6 of this Policy. However, the law offers the same protections if you make a "protected disclosure" to certain other persons in some cases. Details of those persons to whom a "protected disclosure" can be made are set out below in section 2 to this Attachment.

Protections and remedies available to those who make a "protected disclosure" are set out in section 3 to this Attachment. If you make a "protected disclosure" that does not comply with the Policy, you will still be entitled to the legal protections under applicable Australian law.

Please contact Selector's Company Secretary if you would like more information about the protections or remedies available under the law.

## 2. Protected disclosures

To be a "protected disclosure" information must relate to "disclosable matters" and be made to "eligible" persons or organisations. Examples of this type of information and recipients are outlined in the following table:

<b>Information reported or disclosed</b>	<b>Recipient of disclosed information</b>
<ul style="list-style-type: none"><li>&gt; Information about misconduct, or an improper state of affairs or circumstances in relation to Selector or a related body corporate.</li><li>&gt; Information that Selector or any officer or employee of Selector has engaged in conduct that:<ul style="list-style-type: none"><li>» contravenes or constitutes an offence against certain legislation (e.g. the Corporations Act);</li><li>» represents a danger to the public or the financial system; or</li><li>» constitutes an offence against any law of the Commonwealth that is punishable by imprisonment for a period of 12 months or more.</li></ul></li></ul>	<ul style="list-style-type: none"><li>&gt; A person authorised by Selector to receive protected disclosures – i.e. Recipients under this Policy.</li><li>&gt; An officer or senior manager of Selector or of a related body corporate.</li><li>&gt; An auditor, or a member of an audit team conducting an audit, of Selector or of a related body corporate.</li><li>&gt; An actuary of Selector or of a related body corporate.</li><li>&gt; ASIC or APRA.</li><li>&gt; A legal practitioner in some cases.</li></ul>

Note that "personal work-related grievances" are not protected disclosures under the law, subject to the exceptions referred to below.

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| <ul style="list-style-type: none"> <li>&gt; Information that may assist the Commissioner of Taxation to perform his or her functions or duties under a taxation law in relation to Selector.</li> </ul> | <ul style="list-style-type: none"> <li>&gt; Commissioner of Taxation.</li> </ul> |
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| <ul style="list-style-type: none"> <li>&gt; Information about misconduct, or an improper state of affairs or circumstances, in relation to the tax affairs of Selector or an associate of Selector, which the employee considers may assist the eligible recipient to perform functions or duties in relation to the tax affairs of Selector or the associate.</li> </ul> | <ul style="list-style-type: none"> <li>&gt; An auditor or a member of an audit team conducting an audit of Selector or the associate.</li> <li>&gt; A registered tax agent or BAS agent who provides tax services or BAS services to Selector or the associate.</li> <li>&gt; A director, secretary or senior manager of Selector or the associate.</li> <li>&gt; An employee or officer of Selector, or a related body corporate of Selector, who has functions or duties that relate to the tax affairs of Selector or the associate.</li> </ul> |
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The law also protects certain disclosures made in "emergency" and "public interest" situations, in which case disclosures can be made to additional recipients. Please contact Selector's Company Secretary if you would like more information about emergency and public interest disclosures.

Protection for disclosures about personal work-related grievances are only available under the law in limited circumstances. A disclosure of a personal work-related grievance will remain protected if, in summary:

- it concerns detriment to you because you have or may be considering Speaking Up; or
- it is made to a legal practitioner for the purposes of obtaining legal advice or legal representation in relation to the operation of the law about whistleblowers.
- Under the law, a grievance is not a 'personal work related grievance' if it:
- has significant implications for an entity regulated under the law (e.g. Selector) that do not relate to the Discloser;
- concerns conduct, or alleged conduct, in contravention of specified corporate and financial services laws, or that constitutes an offence punishable by 12 months or more imprisonment under any other Commonwealth laws;
- concerns conduct that represents a danger to the public or financial system; or
- concerns conduct prescribed by the regulations.

### 3. Specific protections and remedies

The law provides protections if you make a "protected disclosure", including that:

- you are not subject to any civil, criminal or administrative liability for making the disclosure;
- no contractual or other remedy may be enforced or exercised against on you the basis of the disclosure; and
- in some circumstances (e.g. if the disclosure has been made to a regulator), the information you provide is not admissible in evidence against you in criminal proceedings or in proceedings for the imposition of a penalty, other than proceedings in respect of the falsity of the information.

Additional legislative protections and remedies may also be available.