



A Berkshire Hathaway Company

Duracell Grievance Policy

Policy statement

At Duracell, we expect business to always be conducted to the highest standards of integrity and honesty. These standards are set out in the Duracell Responsible Trading Code of Conduct and Third Party Prohibited Business Practices Policy, including our expectations of employees and business partners – including suppliers, vendors and partners – to help us achieve this aim.

Duracell takes any violation of our Code of Conduct seriously. We encourage a culture of openness and accountability to prevent wrongdoing occurring and to address it if it does occur.

Scope

This policy is available to anyone who wishes to raise a concern about possible misconduct related to Duracell regardless of where they are located. This includes but is not limited to employees, anyone working on behalf of Duracell, workers in the supply chain, business partners or other affected communities or consumers.

Raising a concern helps Duracell to uphold our commitment to conducting business with integrity and to protect workers in our business and supply chain.

Reporting concerns

Employees and workers on behalf of Duracell

Duracell encourages and supports open dialogue in the workplace. If you have a question or concern around suspected misconduct, contact your manager, HR, Internal Audit or Legal. The Berkshire Hathaway hotline (see 'reporting' section below) is available as an alternative reporting channel if these options aren't appropriate for the individual.

Business partners and other stakeholders

Employees of our business partners can report concerns related to Duracell through the Berkshire Hathaway hotline. We also expect our business partners to make a reporting mechanism available to their employees, so that they can raise concerns about their own organization anonymously.

Investigation

All reports will be treated equally and objectively, and we will not tolerate any retaliation for making a good-faith report of a violation. Reports made in good faith and with sufficient information will be promptly processed and investigated and we will respond to individuals in a reasonable timeframe. Individuals reporting through the hotline (by phone or online) have the option of confidentiality. Privacy will be maintained in accordance with the applicable data privacy laws for that jurisdiction, as appropriate.

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Individuals reporting in good faith will receive reasoning as to whether the complaint has been considered founded or unfounded.

Reporting telephone number and website

As a subsidiary of Berkshire Hathaway, Duracell uses Berkshire's established global reporting mechanism for employees, business partners and effected stakeholders to raise issues relating to business misconduct – the Berkshire Hathaway hotline.

The ethics hotline delivered by NAVEX Global, an independent third party and is available in local languages, 24 hours a day, 365 days a year and provides individuals with a platform to report issues anonymously.

Online: Berkshire Hathaway Online Reporting site: <https://www.brk-hotline.com/>
By phone: US: 1-800-261-8651
International toll-free numbers are listed by country on the [hotline webpage](#).