



A&W Revenue Royalties Income Fund

Policy:	Whistle Blower	Dated:	18 Oct 2022
Next Update:	July 2025	Supersedes:	24 Nov 2016
Responsible:	Trustees of the A&W Revenue Royalties Income Fund		

OBJECTIVE

An important part of established governance guidelines is that A&W Revenue Royalties Income Fund (the “Fund”) observe high standards of business and personal ethics and extend that responsibility to all trustees, directors, officers and employees of A&W Food Services of Canada Inc. (“Food Services”). One of the roles of the Trustees of the Fund is to ensure that the financial and business affairs of the Fund are conducted in a legal and ethical manner.

POLICY

A copy of this policy, including specific information on how to report associated concerns, is to be kept publicly available on <https://www.awincomefund.ca/>.

Reporting

If any employee of Food Services or member of the public has any concerns about the Fund’s handling of any of its financial or business transactions, and is uncomfortable with discussing this with general management, they are encouraged to contact the Trustees with these concerns. Such concerns can be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Reports of violations or suspected violations can be submitted to the Chair of the Audit Committee by emailing whistleblower@aw.ca.

No Retaliation

Food Services is committed to ensuring that no person, who based on their reasonable belief, reports a violation or concern, shall suffer harassment, retaliation or adverse employment consequence. Any person who retaliates against someone who has reported a violation based on their reasonable belief is subject to discipline, which may include termination of employment. This policy is intended to encourage and enable employees and others to raise serious concerns within the Fund.

Investigation

The Chair of the Audit Committee is responsible for investigating and resolving all reported violations and concerns. The Chair of the Audit Committee shall immediately notify the other members of the Audit Committee of such complaint and work with the Committee until the reported complaint is resolved. If the Audit Committee is not composed of all of the Trustees, the Chair shall, at their discretion, advise the Trustees.

Handling of Reported Violations

The Chair will notify the sender, if known, and acknowledge receipt of a reported violation or suspected violation within five (5) business days. All reports will be promptly investigated and appropriate corrective action taken if warranted by the investigation.