

Corporate Compliance Hotline



Putnam
New York

MISSION ~ Empower individuals
to achieve their highest quality of life.

Chief Compliance Officer Contact Information

- **Chief Compliance Officer:** **John A. Meier**
The Arc Putnam New York
31 International Boulevard
Brewster, New York 10509
845.278.7272, extension 2286
FAX ~ 845.278.5986

- **Compliance Hotline:** 845.278.7272, extension 2411

The Arc Putnam NY has established a 24 -hour Corporate Compliance Hotline that's available to all employees and other parties affiliated with the Arc of Putnam. Calls can be made anonymously, but we ask that you provide enough detail so that we can properly investigate the matter. This Hotline is monitored by the Chief Compliance Officer, or a designee, and is to be used only to pose questions regarding any compliance issue, or to report a potential violation of **the Arc of Putnam's** Corporate Compliance Plan, or a federal, state or local law or regulation, or any unethical behavior. The Chief Compliance Officer will respond to all calls within ten business days or less.

Instead of using the Hotline, you can contact the Chief Compliance Officer directly, or a written report or inquiry may be sent directly to the Chief Compliance Officer at the contact information located shown above.

Every effort will be made to ensure the confidentiality of any reporter who brings forth a complaint, report or issue. However, the identity of the reporter may become known during the investigation process. As noted earlier, **the Arc of Putnam** will not tolerate retaliation against good - faith reporters. Please refer to the Corporate Compliance Complaint Policy for the procedure **The Arc Putnam NY** will follow in responding to any issues raised through the reporting system.