

## **Peachtree City Airport Authority WHISTLEBLOWER POLICY**

The Peachtree City Airport Authority requires its Members, Officers and Employees to observe high standards of business and personal ethics and respectful treatment of each other and for third parties in the conduct of their official duties and responsibilities. As employees and representatives of PCAA, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

If any employee reasonably believes that some policy, practice, or activity of the Atlanta Regional Airport (“Airport”) is in violation of law, a complaint may be filed in writing by that individual with the PCAA Audit and Finance Committee. PCAA understands that confidentiality is important and has accordingly set up a confidential email address in place specifically for the purpose of filing a formal whistleblower complaint. The email address is: [pcaa.whistleblower@gmail.com](mailto:pcaa.whistleblower@gmail.com). A Complaint may also be provided in a letter addressed to the Audit Committee Chairperson, but the greatest degree of confidentiality can be assured only if the Complaint is filed using the email set up for such complaints. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

It is the intent of PCAA to adhere to all laws and regulations that apply to the organization and the underlying purpose of this policy is to support the organization’s goal of legal compliance. The support of all employees is necessary to achieving compliance with various laws and regulations. An employee is protected from retaliation only if the employee brings the alleged unlawful activity, policy, or practice to the attention of PCAA and provides PCAA with a reasonable opportunity to investigate and correct the alleged unlawful activity. The protection described below is only available to employees that comply with this requirement.

PCAA will not retaliate against an employee or Member who in good faith, has made a protest or raised a complaint against some practice of PCAA, or of another individual or entity with whom PCAA has a business relationship, on the basis of a reasonable belief that the practice is in violation of law, or a clear mandate of public policy.

PCAA will not retaliate against employees who disclose or threaten to disclose to a supervisor or a public body, any activity, policy, or practice of PCAA that the employee reasonably believes is in violation of a law, or a rule, or regulation mandated pursuant to law or is in violation of a clear mandate of public policy concerning the health, safety, welfare, or protection of the environment. In handling the complaint, PCAA will notify the person who submitted a complaint and acknowledge receipt of the reported violation or suspected violation. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

Adopted this 09 day of January, 2025.