

## HELP, ADVICE AND RAISE CONCERNS

### WE ALL NEED GUIDANCE IN SOME SITUATIONS – SO NEVER BE AFRAID TO ASK FOR HELP

Every situation is different, and no code, policy or standard can cover everything. If you are ever in any doubt about how to do the right thing, you should seek help or advice.

### SPEAKING UP IN ETHICAL CONCERNS OR BREACHES

If you believe that something is happening which is wrong, you should speak up. We are all expected to promptly report any potential or actual breaches of our Code, policies or standards. Other issues that should also be reported includes knowledge or reasonable suspicion of violations of legal, accounting, or regulatory requirements, or any questionable conduct.



## SPEAKUP

### HOW TO SPEAK TO

Whether seeking advice or speaking out, you should always go to your manager or, if you prefer, any senior manager. The following will also be able to help:

Your local Controls, Compliance and Ethics (CC&E) manager  
Your Diageo Internal Lawyer  
Your local HR team  
Central Controls, Compliance & Ethics team  
UB Tower, Level 9<sup>th</sup>, UB City,  
24, Vittal Mallya Road, Bangalore – 560001  
Telephone - +91 80-30721305 Email: reach.compliance@diageo.com



### OUR CONFIDENTIAL SPEAKUP SERVICE

If you believe there has been breach of our Code, policies or standards, and don't feel comfortable speaking to someone inside the company, you can use SpeakUp. This is a confidential service for raising concerns about our business conduct and compliance and ethics matters. For any special or exceptional governance issues, a mail can be sent directly to the Chairman of Audit Committee of Diageo India at [auditcommitteechairman.india@diageo.com](mailto:auditcommitteechairman.india@diageo.com)

### ZERO TOLERANCE OF RETALIATION

Raising a concern or speaking up can take courage, and sometimes what holds us back is a fear of the reaction from our colleagues and managers. However, please be assured that Diageo will not tolerate any reprisal against anyone reporting a problem or assisting an investigation.

Toll Free No. –



Website: [www.diageospeakup.com](http://www.diageospeakup.com)

Dial 000 117 & then dial 1855 382 2630 once prompted

SpeakUp is managed by a company independent of Diageo, and has access to people speaking many languages. If you contact SpeakUp, they will protect your confidentiality, unless disclosure is required as a result of legal proceedings or a government investigation. You can, if legally permitted, remain anonymous, and no one will try to find out who you are. However, giving your name is likely to help any investigation into the issue you have raised, because it enables us to contact you directly if we have any questions or require further information.