

NORWEST

ETHICS HOTLINE/ANONYMOUS REPORTING SOLUTIONS

WHY IMPLEMENT AN ETHICS HOTLINE OR ANONYMOUS REPORTING SOLUTION?

Implementing an ethics hotline or an anonymous reporting system empowers employees to report workplace concerns anonymously or confidentially before they become larger issues or a liability risk. Addressing employee reports and incidents in a consistent and documented manner can help foster a culture of trust and respect, retain employees, and avoid lawsuits and increased insurance costs!

NORWEST PORTFOLIO COMPANY DISCOUNTS

Implementing a system like this is becoming a top priority for our companies. To address this need, Norwest has negotiated deep discounts with two best-practices solutions that can help you manage and act on reported incidents in a secure and timely manner—[Mineral](#) and [NAVEX](#).

Below is information on each solution so you can determine which option might be the best fit for your company. We have included pros and cons based on our conversations with each vendor, followed by detailed pricing details and contact information for our dedicated account reps at Mineral and NAVEX.

As always, please reach out to us if you have any questions.

MINERAL (A MITRATECH COMPANY)

- Mineral is already a Norwest-sponsored HR Compliance platform that we have negotiated for our portfolio companies—it combines the best in live advisor expertise with comprehensive and instructional content (including a handbook generator) to help organizations prepare for and manage potential HR-related risks.
- Mineral Intelligence can help you stay on top of multi-state employment law alerts by monitoring 3,000 federal and state legislation changes on your behalf.
- Portfolio companies already signed up with Mineral (again, registration with and usage of Mineral is free of charge to you), will receive a deep discount on

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Mineral's anonymous reporting system should you want to add this to your Mineral platform.

- We think this solution makes a lot of sense for companies up to 120 employees. Beyond 120 employees, the price increases and it may be worth looking at NAVEX
 - Pros: Most cost-effective solution for up to 120 employees; companies have access to live advisor expertise via the Mineral platform; Mineral platform already free to Norwest portfolio companies; Mineral has posters to which companies can add their specific company link to when rolling out the solution to employees.
 - Cons: Online anonymous platform only-- no telephone option if this is a requirement for you; cost of solution can get more expensive if you go beyond 120-150 employees; two-year term for discount.

MINERAL OFFERING FOR NORWEST PORTFOLIO COMPANIES

Norwest | Mineral: Anonymous Reporting Solution

- Single system for documentation, tracking and follow-up
- Maintain employee anonymity with two-way masked communication
- Quickly respond to reports with case management to track and share progress
- Access investigation and compliance resources created by HR and legal experts

Mineral (up to 120 EEs)	Annual Rate
2 Year agreement with annual billing	\$1,440 (20% discount) for up to 120 employees, then +\$1 per employee per month for 121+

CONTACT:

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Mineral/Mitratech | Senior Strategic Account Manager

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NAVEX

- NAVEX is the global leader in ethics and compliance software, providing reliable program essentials such as hotline, incident management, and training to growing organizations
- Norwest has negotiated a deep discount with NAVEX for three different solutions, depending on the company's needs.
- NAVEX can scale should you need a more fulsome platform beyond the ethics hotline solution (see details below)
 - Pros: NAVEX is a more cost-effective solution for 150 -300+ employees; NAVEX offers hotline, web, and incident management solution; offers 1-year, 2-year, and 3-year terms/pricing.
 - Cons: More expensive than Mineral's solution if less than 120 employees; This pricing is only available through 2022, then we need to re-negotiate with NAVEX; awareness package is an extra cost, but most companies can handle the roll-out of this solution on their own.

NAVEX OFFERING FOR NORWEST PORTOFLIO COMPANIES

Norwest | NAVEX: EthicsPoint Foundation

- A dedicated hotline for staff to call into with concerns for USA/Canada
- Your own web intake & mobile Web-App page accessible via QR code for online reporting option (anonymous option)
- Case Management system for administrators to view inbound cases and follow up / bring to resolution if necessary
- Ability to track and review analytics reports on cases in the system

EthicsPoint Foundation (US up to 300 EEs)	Annual Rate
3 Year	\$2,150 (49% discount)
2 Year	\$2,250 (44% discount)

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1 Year	\$2,350 (34% discount)
Optional Add-on: Awareness Package 1	+\$850 (normally \$1050)

CONTACT:

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**ADDITIONAL NAVEX OFFERINGS & DISCOUNTS FOR NORWEST

PORTFOLIO COMPANIES

(PLEASE CONTACT US FOR ADDITIONAL DETAILS ON THESE OFFERINGS IF INTERESTED)

Option 2: Norwest | NAVEX: EthicsPoint Foundation and Workplace Harassment Training

- All of Option 1 plus:
- NAVEX Engage 1 Course Subscription with LMS
- Workplace Harassment Employee and Manager Courses (Versions included for compliance in all 50 States)
 - Customers to self-manage customizations to their content including their logos, policies, titles, passing scores, completion certificates, executive introductions, and standard translations without the help of NAVEX or incurring additional fees.
- Translation to English, Spanish, and French Canadian included
- Includes Learning Management System for device-agnostic deployment and completion tracking
 - We can provide customer hosted SCORM file if preferred for internal hosting – same price

Option 2: EthicsPoint Foundation + WPH and LMS	Annual Rate
3 Year	\$5,595

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2 Year	\$6,400
1 Year	\$7,200
Optional Add-on: Awareness Package 1	+\$850

Option 3: Norwest | NAVEX: Entry Level Compliance Program

- All of Option 2 plus:
- PolicyTech Foundation
 - Central repository for all policies, SOPs, and business-critical documents
 - Ability to automate distribution of policies and collection of attestations
 - Ability to distribute assessments and questionnaires with policies, documents, trainings
 - Campaign functionality for seamless distribution of multiple documents, training, questionnaires for review and attestation
 - Version control

Option 3: Entry Level Compliance Program	Annual Rate	One Time Fee
3 Year	\$8,000	\$1,300
2 Year	\$8,900	\$1,300
1 Year	\$9,900	\$1,300
Optional Add-on: Awareness Package 1	+\$850	None