

a safe, ethical workplace

Habitat for Humanity is committed to supporting a safe, ethical workplace and good stewardship of our donations, funds and resources. When incidents arise, Habitat employees, volunteers, vendors and donors can use the free MySafeWorkplace® hotline to report concerns.

Log on at [MySafeWorkplace.com](https://www.mysafeworkplace.com) or call toll-free (800) 461-9330.

MySafeWorkplace® makes it easy to report matters to Habitat when the reporter wishes to remain anonymous or when regular means of reporting concerns have not resolved an issue.

**Confidential and
anonymous.**

**24 hours
a day.**

**Multiple languages
accepted.**

Report concerns related to:

- Substance abuse
- Threats of violence
- Harassment
- Discrimination
- Safety issues
- Ethics violations
- Theft
- Conflicts of interest
- Bribery
- Fraud
- Accounting issues
- Whistleblower retaliation

How it works: Your confidential report will be instantly forwarded to the appropriate Habitat contact for review and proper handling.

You can anonymously receive and send messages related to your report by phone or via the online portal.

The MySafeWorkplace® hotline is hosted by Convercent. All contacts are confidential, and users are assured anonymity when they request it. Habitat for Humanity International will maintain the confidentiality or anonymity of the person making a complaint to the extent reasonably practicable within the law and the legitimate needs of any ensuing evaluation or investigation. Please be aware that the effectiveness of an investigation based on an anonymous complaint may be limited because of the difficulty of obtaining further information from anonymous complainants and conducting appropriate follow-up.

Habitat for Humanity International reserves the right to act or not to act on any information provided unless required to do so by law. Furthermore, Habitat for Humanity International is not required to disclose its response or actions pursuant to any information that may be provided or reported. The intentional misreporting of information may be actionable and subject to criminal investigation.