



Employee Reporting Procedures for Accounting and Auditing Concerns

How to Report Your Concerns

If a CTG employee has concerns about accounting, internal accounting controls, or auditing matters relating to CTG, you are free to contact the Audit Committee of our Board of Directors directly. CTG has contracted with an outside service provider to establish a toll-free telephone hotline for employees to report such concerns anonymously to the Audit Committee. Agents are available to take calls 24 hours a day. The telephone number is **1-800-854-5313**. Employees who call the hotline will remain anonymous and any information provided will be confidential.

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