



Katie Farmer
President and
Chief Executive Officer

BNSF Railway
P.O. Box 961052
Fort Worth, TX 76161-0052

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Dear Fellow Employee:

At BNSF, an important shared value is continuously improving by striving to do the right thing safely and efficiently. As members of Team BNSF, we can be proud of our ongoing commitment to the highest standards of ethics and integrity. Together, we've built a strong reputation for doing the right thing in our relationships with customers, suppliers, team members and our communities.

We've all played a role in building this reputation by watching for and speaking out about behavior that is unethical, illegal or in conflict with our Vision & Values or Code of Conduct. Such situations include, but aren't limited to:

- Discrimination or harassment
- Fraud, theft or misuse of BNSF assets, including corporate credit cards, vehicles or equipment
- Improper financial or operational reporting, including fraudulent timekeeping
- Contractor or supplier fraud
- Inappropriate or excessive gifts and entertainment

BNSF has strong controls to prevent and detect fraud and abuse, but nothing can replace a vigilant workforce. In the recent past, individual team members have played a key role in identifying issues including vendors submitting fraudulent invoices, abuse of BNSF benefits, inaccurate timekeeping, and wasteful spending through improper vendors. These practices impact all of us by undermining our culture of ethics and integrity and challenging our ability to achieve our shared goals.

If you're confronted with a work situation that raises ethical concerns, please talk with your supervisor or your department leadership. If unable to talk with your leadership, contact your Human Resources representative or BNSF Compliance at 817-352-2313. The BNSF Hotline (800-533-BNSF or brk-hotline.com) is also available as an option. Hotline reports may be made anonymously and are thoroughly investigated. BNSF prohibits retaliation for good-faith reporting of apparent or actual illegal or unethical conduct.

Thank you for your continued commitment to the values we share as members of Team BNSF.

Sincerely,

Katie Farmer
President & Chief Executive Officer