

## FAQS – ANNUAL CONDUCT QUESTIONNAIRE (“ACQ”)

**Q: Who is required to complete the ACQ?**

**A:** Employees (full time or part time) in subsidiaries owned more than 49% by Brink’s who met any the following criteria during the prior year must be included in the list of ACQ participants in February:

- Any officer of The Brink’s Company or officer or director of any subsidiary or affiliate
- Supervisors, managers and above (excluding guards, messengers, drivers, crew and CVS employees)
- Company internal auditors and internal attorneys
- Any individual with responsibility for purchasing goods or services, sales or Sarbanes-Oxley duties
- Accounting and Finance department members
- Executive assistants to members of country management or BCO management teams

**Q: When does the questionnaire go out?**

**A:** The questionnaire is usually sent out in early March.

**Q: What if I didn’t complete mine because I was on leave?**

**A:** Once the process ends for a year, employees that were on leave are not required to respond. However, if you have a new concern to report, please use the Ethics Hotline at <https://brinkshotline.ethicspoint.com>.

**Q: Who sends out the questionnaire?**

**A:** The questionnaire comes from [ACQSupport@brinkscompany.com](mailto:ACQSupport@brinkscompany.com) and the survey vendor is SoGoSurvey.

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