

About FELIX

What is FELIX?

FELIX (Finity Ethics Link Intake eXperience) is a confidential reporting tool for employees and management to report concerns about misconduct, policy violations, or unethical behavior.

You can use FELIX to securely submit a report, track its progress, and communicate with the Finity team reviewing your report.

Reporting

What should I report?

Use FELIX to report concerns such as:

- Violations of company policy
- Fraud, abuse, or misconduct
- Unethical or inappropriate behavior

If something doesn't feel right—even if you're unsure—it's okay to report it.

Should I report to my manager instead?

If you feel comfortable, you're encouraged to raise concerns with your manager, HR, or another member of management.

FELIX is available if you prefer a confidential option or are not comfortable reporting through those channels.

Who sees my report?

Reports are initially reviewed by a small team representing HR leadership and Operations, with additional reviewers involved as needed based on the nature of the issue. Access is limited to those responsible for reviewing and addressing the concern, and all reviewers are trained to handle reports confidentially.

No one named in a report will have access to it.

Confidentiality & Anonymity

Can I remain anonymous?

Yes. You can submit a report anonymously or choose to include your name.

Will my identity be tracked?

FELIX is designed to protect your privacy and does not store identifying technical information such as IP addresses.

If you prefer, you can submit a report using a personal device.

After You Submit a Report

What happens after I file a report?

After submitting a report, you'll receive a case number and create a password.

You can use these to:

- Check the status of your report
- Add additional details
- Respond to follow-up questions

What if I remember more details later?

You can return to FELIX at any time to add a case note to your report.

Will I be contacted?

If you provide your name, you may be contacted directly.

If you report anonymously, you can still communicate through the system using your case number.

What if I lose my case number or password?

For security reasons, lost credentials cannot be recovered. You will need to submit a new report and reference your previous one.