

Valley Interfaith Community Resource Center Whistleblower Policy

Adopted July 11th, 2017

It is the policy of the Organization that it and all of its employees and volunteers will comply with all laws and regulations applicable to its business. If you believe that this policy has been violated, or otherwise have a concern about accounting, impropriety, fraud, unethical business practices, or illegal or questionable conduct, you have an obligation to report your concerns to the Executive Director. If your concerns involve this individual, you should report your concerns to the President, Secretary, Treasurer or member of the Board of Trustees of Valley Interfaith Community Resource Center. The Organization will investigate all such reports and will take appropriate action based upon the results of its investigation. All employees and volunteers have a duty to cooperate fully with any internal investigation conducted by the Organization, including but not limited to being truthful and candid and maintaining information and documents relevant to the investigation. The Organization will maintain confidentiality to the extent practical and as otherwise required by law. Individuals who submit reports will have the option of remaining anonymous.

The Organization prohibits retaliation against employees and volunteers who report violations or participate in the investigation of such reports. If you believe that you are subject to retaliation for having made a report to the Organization, you should report the matter immediately to the Executive Director, a member of the Board of Trustees or through the Grievance Policy directives..

Employees who violate this policy are subject to discipline up to and including immediate termination. The matter of volunteers who violate this policy will be brought to the Board of Directors for appropriate action.

4815-1925-2536, v. 1