

ADOPTED JANUARY 1, 2017



WHISTLEBLOWER POLICY

Purpose

This policy was established to encourage staff and volunteers to come forward with credible information on illegal practices or violations of adopted policies of the organization, to provide protection of those individuals that come forward from retaliation, and to identify those staff and board members to whom such information can be reported.

Policy

If any person knows of, or has a suspicion about, misconduct, dishonesty or fraud, the President should be notified. If the alleged wrongdoing concerns the President, then another officer or director of the ministry should be notified instead. Contact information for any of the above individuals can be obtained from the Valley Forge office.

If the President or other officer or director of the ministry receives information about misconduct, dishonesty or fraud, he or she shall inform the Executive Committee of the Board of Directors, which shall determine the procedure for investigating all credible allegations.

At all times, the privacy and reputation of individuals involved will be respected. There will be no punishment or other retaliation for the reporting of conduct under this policy made in good faith. If the person providing the information requests anonymity, this request will be respected to the extent that doing so does not impede any investigation.