

# WHISTLEBLOWER POLICY



## PURPOSE

The underlying purpose of this policy is to encourage reporting of violations of state, federal, or local laws or ordinances, maintain confidentiality, and prohibit retaliation.

If a member or employee of the Association has information which he or she reasonably believes identifies a violation of state, federal, or local laws or ordinances, the employee “whistleblower” should contact one of the following: Association CEO, Association Accounting and Operations Director, Association General Counsel, or current Association President.

Members and employees are also permitted to contact the appropriate law enforcement or governmental agency. Members and employees must exercise sound judgment to avoid baseless allegations. A member or employee who intentionally files a false report of wrongdoing will be subject to discipline up to and including Association membership termination or employment termination.

## CONFIDENTIALITY

The confidentiality of the whistleblower will be maintained to the extent possible. The identity may have to be disclosed to conduct a thorough investigation, to comply with the law, or to provide accused individuals their legal rights of defense.

## INVESTIGATION

The Association General Counsel shall facilitate any investigation related to this policy.

## RETALIATION

The Association will not retaliate against a whistleblower or any employee who refuses to participate in an activity that would result in a violation of state, federal, or local laws or ordinances.

This includes, but is not limited to, protection from retaliation in the form of an adverse employment action, such as termination, compensation decreases, demotion, or poor work assignments, and threats of physical harm.

Any employee who believes he or she is being retaliated against must contact immediately his or her immediate supervisor, Association Accounting and Operations Director, or the Association General Counsel. The right of a whistleblower for protection against retaliation does not include immunity for any personal wrongdoing, or disclosures of attorney-client privileged information.