

WHISTLEBLOWER POLICY

In addition to the above Complaints and Concerns Policy, and to further encourage responsible governance of the agency, The Children's Village has implemented the following procedure for employees who reasonably believe a policy, practice, or activity of The Children's Village is in violation of a law, rule, regulation, or clear mandate of public policy, including but not limited to, those activities relating to the financial practices of the agency.

If any employee reasonably believes a policy, practice, or activity of The Children's Village is in violation of a federal, state, or local law, rule, regulation, or a clear mandate or public policy, the Agency strongly encourages the employee to forward such concerns to the employee's immediate supervisor. If the matter is not resolved as a result of those discussions or if the employee does not feel comfortable discussing the issue with the employee's immediate supervisor, the employee should contact the Department or Unit Head. If the matter is not resolved as a result of those discussions, or if the employee does not feel comfortable discussing the issue with the Department or Unit Head, the employee should contact the Vice President of Human Resources and/or the Chief Program Officer. In the alternative, the employee may submit the matter anonymously to the Vice President of Human Resources and/or the Chief Program Officer.

When necessary, The Children's Village will investigate any reported matter and take appropriate corrective action when required. The Children's Village is committed to protecting responsible employees who report violations, from reprisals or retaliation. An employee who participates in or conceals a violation may be subject to disciplinary action, up to and including possible termination of employment.

The Children's Village encourages all employees utilizing any avenue of this whistleblower procedure to provide sufficient details to permit The Children's Village to investigate the employee's concerns. While not required, The Children's Village strongly encourages the report of any such matter to be in writing to assist in its investigation.

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