

Horizons for Youth

Reporting of a Violation of Code of Ethics and Policies ("Whistleblower Policy")

Purpose

The purpose of this policy is to provide all board members, committee members and staff with guidelines for the reporting of unethical or illegal behavior by Horizons for Youth (the "Organization") board members, committee members, staff, vendors, professional service providers, or affiliated organizations.

Policy

The Organization is committed to lawful and ethical behavior in all of its activities and requires its board members, committee members and staff members (each a "Person") to conduct themselves in a manner that complies with all applicable laws and regulations. At any time a Person has a concern regarding the propriety or legality of any action contemplated to be taken or that has been taken by the Organization or any of its board members, committee members, staff, vendors, professional service providers or affiliated organizations, or believes that an action needs to be taken for the Organization to be in compliance with law or appropriate ethical standards, the Person should promptly advise the Executive Director. The Executive Director will share any finance-related reports of questionable conduct or practices with the Chair of the Finance Committee.

If the Executive Director is unresponsive or if the Executive Director is the subject of the concern, the Person should contact the Chair of the Finance Committee to report his or her concerns. Every effort will be made to investigate a report by a Person as discreetly as possible. Because of the need to investigate the report, correct a problem, or prevent future problems, the Organization cannot, however, promise complete confidentiality.

No Person will be discharged, threatened, or discriminated against in any manner for reporting in good faith what he or she perceives to be wrongdoing, violations of law, or unethical conduct.