

ARIZONA DISABLED SCUBA DIVERS FOUNDATION

BOARD OF DIRECTORS GOVERNING POLICY

Policy Title: Whistleblower

Effective Date: May 24, 2009

Purpose

To provide a mechanism for any individual associated with ADSDF to raise good faith concerns regarding suspected violations of law on the part of the Arizona Disabled Scuba Divers Foundation (ADSDF), to cooperate in an inquiry or investigation by a court, agency, law enforcement, or other governmental body, or to identify potential violations of ADSDF policy; and to protect employees or volunteers who take such actions from retaliation.

Procedures

If any employee or volunteer reasonably believes that some policy, practice, or activity of ADSDF is in violation of law, a written complaint must be filed by that employee or volunteer with an officer of the Board of Directors.

It is the intent of ADSDF to adhere to all laws and regulations that apply to the organization and the underlying purpose of this policy is to support the organization's goal of legal compliance. The support of all employees or volunteers is necessary to achieving compliance with various laws and regulations. An employee or volunteer is protected from retaliation only if he/she brings the alleged unlawful activity, policy, or practice to the attention of ADSDF and provides the organization with a reasonable opportunity to investigate and correct the alleged unlawful activity. The protection described below is only available to employees or volunteers who comply with this requirement.

ADSDF will not retaliate against an employee or volunteer who in good faith, has made a protest or raised a complaint against some practice of ADSDF, or of another individual or entity with whom ADSDF has a business relationship, on the basis of a reasonable belief that the practice is in violation of law, or is a clear mandate of public policy.

ADSDF will not retaliate against employees or volunteers who disclose or threaten to disclose to a manager or a public body, any activity, policy, or practice of ADSDF that the employee or volunteer reasonably believes is in violation of a law, or a rule, or regulation mandated pursuant to law or is in violation of a clear mandate or public policy concerning the health, safety, welfare, or protection of the environment.

Revision History: 05/09