

## **Staunton Augusta Art Center WHISTLEBLOWER POLICY**

### **Purpose:**

The purpose of this policy is to provide a mechanism for employees of the Staunton Augusta Art Center, hereafter referred to as SAAC, who are working on behalf of SAAC to raise good faith concerns regarding suspected violation of law or SAAC policy by any employee, officer, or director of SAAC, and to support an employee's good faith cooperation and participation in any inquiry or investigation regarding SAAC by a court, agency, law enforcement body, or other governmental body, and to protect from retaliation employees who take the foregoing actions.

### **Reporting Obligation:**

An employee shall report any violation, or suspected violation, of any law or governmental rule or regulation applicable to SAAC. Such reports shall be made in good faith and with reasonable grounds to believe that the information being reported is true and accurate. The report shall be made to the following person:

- to the employee's supervisor, unless the report involves the employee's supervisor.
- if the report involves the employee's supervisor, to the Board President.

No employee who makes a report in compliance with this policy, or who cooperates or participates in good faith in any inquiry or investigation regarding SAAC by a court, agency, law enforcement body, or other governmental body, shall suffer harassment, retaliation, or adverse employment consequence. An employee who retaliates against another employee who has complied with this policy is subject to discipline up to and including termination of employment.

Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.