

Western Reserve Rowing Association
Whistleblower Policy & Procedures
Approved March 8, 2016

Policy:

Western Reserve Rowing Association (WRRRA) encourages employees, volunteers and others related to the organization to report any violation of policy, procedure, or ethics; illegal activity; or other misconduct by employees, volunteers, or others related to the organization. No person who in good faith reports a violation shall suffer harassment, retaliation or adverse employment consequence. An employee, board member, or volunteer who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment, removal from the board, or prohibition on volunteering for the organization.

Procedures:

Reports can be made directly to the president or vice president WRRRA or other officer as appropriate. To ensure that the report is received in a timely manner, the report should be sent to two (2) Directors. To the extent that the activity or misconduct involves an officer, the report should be made to any other director.

Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

The recipient of a complaint will notify the sender and acknowledge receipt of the reported violation or misconduct within seven business days. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

A list of current Board Members and contact information can be found here:

<http://www.westernreserverowing.com/about/board-directors/>