

Anti-Retaliation Whistleblower Policy Model

1. Purpose

This policy is intended to encourage employees, contractors, and other stakeholders to report suspected unethical, illegal, or improper conduct without fear of retaliation. It establishes procedures for the good-faith reporting and review of such concerns.

2. Scope

This policy applies to all employees, officers, contractors, and any person engaged with the organization in any capacity.

3. Policy Statement

The organization prohibits retaliation against anyone who, in good faith, reports a concern or participates in an investigation of suspected misconduct.

4. Reporting

- How to Report:** Concerns may be reported via the designated reporting channel, supervisor, or the HR department.
- Good-Faith Requirement:** Reports must be made honestly and with reasonable belief in their accuracy.

5. Protection Against Retaliation

- No adverse action will be taken against any individual for reporting a concern or cooperating in an investigation, provided the report was made in good faith.
- Adverse actions include termination, demotion, harassment, or any form of retaliation.

6. Investigation Procedures

- All reports will be reviewed promptly and confidentially to the extent possible.
- Appropriate corrective action will be taken if a violation is found.

7. False Allegations

Deliberately false or malicious reports may result in disciplinary action.

8. Policy Review

This policy will be reviewed periodically and updated as necessary.