

## Whistleblower Policy

### General

This Whistleblower Policy is intended to encourage and enable Nonprofit Network employees and volunteers to raise serious concerns within the Nonprofit Network prior to seeking resolution outside the organization. Nonprofit Network Board of Director members (directors), officers, and employees need to observe high standards of business and personal ethics in the conduct of their duties and responsibilities.

### Reporting Responsibility

It is the responsibility of all directors, officers, and employees to comply with Nonprofit Network policies and all applicable laws and regulations, and report violations or suspected violations in accordance with this Whistleblower Policy.

### No Retaliation

No director, officer, or employee who in good faith reports a suspected violation shall suffer harassment, retaliation, or adverse employment consequence based on the reporting of such a violation. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment.

### Reporting Suspected Violations

Employees: The Nonprofit Network has an open door policy and encourages employees to share their questions, concerns, suggestions, or complaints with someone who can address them properly.

Board Members: Board of director members are required to report suspected violations of Nonprofit Network policies or relevant laws and regulations to the Nonprofit Network Executive Director and/or Board Chair.

See the Whistleblower Complaint Procedure for information regarding reporting suspected violations, including designation of (a) Compliance Officer(s). Should Nonprofit Network employees or board members feel that the process to report and/or investigate Code violations is inadequate, individuals can contact the Michigan Attorney General Office.

### Acting in Good Faith

Anyone filing a complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing there is indication of a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

### Confidentiality

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 an extent possible that is consistent with the need to conduct an adequate investigation.

*This Policy Approved by the Nonprofit Network Board of Directors 7/23/2015.*

*National Council of Nonprofit Association provided information for this policy, for non-commercial use by nonprofit organizations.*