



Whistleblower Policy

The Friends of Rookery Bay Whistleblower Policy was adopted in the revised Employee Handbook (Version 4) on December 18, 2024.

Whistleblower Policy

A whistleblower is an employee who reports an activity that the employee reasonably considers to be illegal or dishonest to one or more of the parties specified in this policy. The whistleblower is not responsible for investigating the activity or for determining fault or corrective measures; appropriate management officials are charged with these responsibilities.

Examples of illegal or dishonest activities are violations of federal, state or local laws; billing for services not performed or for goods not delivered; and other fraudulent financial reporting. If an employee has knowledge of or a concern of illegal or dishonest fraudulent activity, the employee is to contact the Executive Director, Board President or the Human Resources Consultant. The employee must exercise sound judgment to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing will be subject to discipline up to and including termination.

Whistleblower protections are provided in two important areas -- confidentiality and against retaliation.

On confidentiality - Insofar as possible, the confidentiality of the whistleblower will be maintained, unless their identity needs to be disclosed to conduct a thorough investigation, to comply with the law or to provide accused individuals their legal rights of defense.

On Retaliation - Friends of Rookery Bay will not retaliate against a whistleblower. This includes, but is not limited to, protection from retaliation in the form of an adverse employment action such as termination, compensation decreases, or poor work assignments and threats of physical harm. Any whistleblower who believes they are being retaliated against must contact our Board President or Human Resources Consultant. The right of a whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

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