

Whistleblower Protection Policy

Findlay Amateur Hockey Association

The Findlay Amateur Hockey Association (FAHA) requires directors, officers and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of FAHA, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

Reporting Responsibility

This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns internally so that FAHA can address and correct inappropriate conduct and actions. It is the responsibility of all board members, officers, employees and volunteers to report concerns about unethical behavior or suspected violations of law or regulations that govern FAHA's operations.

No Retaliation

It is contrary to the values of FAHA for anyone to retaliate against any board member, officer, employee or volunteer who in good faith reports an instance of inappropriate behavior, ethics violation, or a suspected violation of law, such as a complaint of discrimination, or suspected fraud, or suspected violation of any regulation governing the operations of FAHA. An employee, board member, officer or volunteer who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination from the organization.

Reporting Procedure

FAHA has an open-door policy and suggests that members of the organization share their questions, concerns, suggestions or complaints related to individual teams with a coach. If you are not comfortable speaking with a coach or you are not satisfied with the coach's response, you are encouraged to speak with a board member. Coaches are required to report complaints or concerns about suspected ethical and legal violations to the Board, who has the responsibility to investigate all reported complaints. Members of the organization with complaints may also submit their concerns in writing directly to a board member via email.

Association President

The Association President is responsible for ensuring that all complaints about unethical or illegal conduct are investigated and resolved. The Association President will advise the Board of all complaints

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and their resolution and will report at least annually to the Board on compliance activity relating to any accounting or alleged financial improprieties.

Accounting and Auditing Matters

The Association President shall immediately notify the Board of any concerns or complaint regarding corporate accounting practices, internal controls or auditing and work with the Board until the matter is resolved.

Acting in Good Faith

Anyone filing a written complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates unethical behavior or 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 and may include removal from the FAHA organization.

Confidentiality

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

Handling of Reported Violations

The Association President will notify the person who submitted a complaint and acknowledge receipt of the reported violation or suspected violation. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

Policy approved by the Board of Directors on February 8, 2024.