



## **FOODCYCLE WHISTLEBLOWER AND ANTI RETALIATION POLICY**

This policy is designed to protect employees and address FOODCYCLE's commitment to integrity and ethical behavior. In accordance with anti-retaliation and whistleblower protection regulations, FOODCYCLE will not tolerate any retaliation against an employee who:

- Makes a good faith complaint, or threatens to make a good faith complaint, regarding the suspected Organization or employee violations of the law, including discriminatory or other unfair employment practices;
- Makes a good faith complaint, or threatens to make a good faith complaint, regarding accounting, internal accounting controls, or auditing matters that may lead to incorrect, or misrepresentations in, financial accounting;
- Makes a good faith report, or threatens to make a good faith report, of a violation that endangers the health or safety of an employee, patient, client or customer, environment or general public;
- Objects to, or refuses to participate in, any activity, policy or practice, which the employee reasonably believes is a violation of the law;
- Provides information to assist in an investigation regarding violations of the law; or Files, testifies, participates or assists in a proceeding, action or hearing in Relation to alleged violations of the law.

Retaliation is defined as any adverse employment action against an employee, including, but not limited to, refusal to hire, failure to promote, demotion, suspension, harassment, denial of training opportunities, termination, or discrimination in any manner in the terms and conditions of employment. Anyone found to have engaged in retaliation or in violation of law, policy or practice will be subject to discipline, up to and including termination of employment.

Employees who knowingly make a false report of a violation will be subject to disciplinary action, up to and including termination. Employees who wish to report a violation should contact their supervisor or the Executive Director directly. Employees should also review their state and local requirements for any additional reporting guidelines.

FOODCYCLE will promptly and thoroughly investigate and, if necessary, address any reported violation.

Employees who have any questions or concerns regarding this policy and related reporting requirements should contact their supervisor, the Executive Director or any state or local agency responsible for investigating alleged violations.

