



Policy: Whistleblower Protection

Approved by the Board of Directors: September 11, 2023

Purpose

The purpose of this policy is to provide a clear process for individuals to report, without fear of retribution, any suspected violations of laws, regulations, policy, or ethical standards that govern CIFA's operations.

Scope

This policy applies to CIFA members.

Policy

Anyone who suspects a violation of laws, regulations, policy, or ethical standards governing CIFA should report the issue to the Executive Director. If the Executive Director is the subject of the complaint, the individual should submit the complaint to the Secretary.

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

The individual suspected of committing a violation will not be involved in discussions regarding the complaint.

The Executive Director or Secretary will notify the complainant that all reports will be promptly investigated, and appropriate corrective action will be taken if warranted by the investigation. However, to ensure confidentiality, the complainant may not be privileged to the outcome of the investigation.

Concerns can be directed to:

Deirdre Finn

Executive Director, CIFA

dfinn@cifanet.org, 850-445-9619

Lori Johnson (if not comfortable going to Executive Director)

Secretary, CIFA

Lori.Johnson@owrb.ok.gov, 405-530-8835