



## **Big Bend Conservancy - Whistle Blower Policy**

Big Bend Conservancy (BBC) is committed to operating in furtherance of its tax-exempt purposes and in compliance with all applicable laws, rules and regulations, including those concerning accounting and auditing, and prohibits fraudulent practices by any of its board members, officers, employees, service contractors or volunteers.

The following procedure will be used by board members, officers, employees, service contractors, or volunteers to report actions that they reasonably believe violate a law, or regulation or that constitutes fraudulent accounting or other practices. This applies to any matter which is related to BBC's business and does not relate to private acts of an individual not connected to the business of BBC.

If a board member, officer, employee, service contractor, or volunteer has a reasonable belief that a board member, officer, service contractor, or volunteer of BBC has engaged in any action that violates any applicable law, or regulation, including those concerning accounting and auditing, or constitutes a fraudulent practice. The board member, officer, employee, service contractor, or volunteer is expected to immediately report such information to the President. A report about the President is to be addressed to the President Elect or the Vice President of Development if there is no President Elect.

1. All parties will report any reputed violations in writing.
2. The report(s) or form(s) will be received, and an investigation will be conducted by the President, President Elect or Vice President of Development as appropriate. They may assign other board members to assist, as needed. In conducting its investigations, BBC will strive to keep the identity of the whistle blower confidential, while conducting an adequate review and investigation.
3. BBC will not retaliate against a Whistle Blower.
4. BBC may take disciplinary action, against anyone who in the assessment of the Executive Committee, has engaged in retaliatory conduct in violation of policy.
5. Should evidence be forthcoming that a violation of law, or regulation, has occurred, the President or President Elect will take appropriate disciplinary action in accordance with the By-Laws, and will seek legal advice as to further action that may be taken.