

**CONFIDENTIAL REPORTING OF FINANCIAL IMPROPRIETY OR MISUSE OF ORGANIZATION’S RESOURCES**

(applicable to Staff, Board, and Volunteers)

Any member of the staff, member of the Board of Directors, or volunteers affiliated with the organization with information about known or suspected financial improprieties or misuse of the organization’s resources, or other ethical problems is encouraged to report their concerns to **Board Treasurer** who will then ask the Executive Director of the organization to investigate. If the allegations involve the Executive Director or **Board Treasurer**, the **Board President** with the assistance of another **Board Member** will investigate. The sources of reports about financial improprieties and misuse of organization’s resources will be held in confidence unless the individual who reports the situation agrees to reveal his/her identity or the report leads to legal actions and a court order is issued for information regarding the case.