



Whistleblower Protection Policy

November 17, 2023

Special Olympics Idaho, Inc

Special Olympics Idaho, Inc (SOID) 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 SOID, 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 other to raise serious concerns internally so that SOID can address and correct inappropriate conduct and actions. It is the responsibility of all board members, officers, employees, and volunteers to report concerns about violations of SOID code of ethics or suspected violation of law or regulations that govern SOID operations.

No Retaliation

It is contrary to the values of SOID for anyone to retaliate against any board member, office, employee, or volunteer who in good faith reports an 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 SOID. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment.

Reporting Procedure

SOID has an open-door policy and suggests that employees share their questions, concerns, suggestions, or complaints with their supervisor. If you are not comfortable speaking with your supervisor or you are not satisfied with your supervisor's response, you are encouraged to speak with the Chief Executive Officer (CEO). If you are not comfortable speaking with the CEO, employees are encouraged to speak to the SOID Board Chair.



Accounting and Auditing Matters

SOID's CEO shall immediately notify the Audit/Finance Committee of any concerns or complaints regarding corporate accounting practices, internal controls, or auditing and work with the committee 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 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.

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

SOID's CEO will notify the person who submitted a complaint and acknowledge receipt of the reported violation or suspected violation. All reports will be investigated timely, and appropriate corrective action will be taken if warranted by the investigation.

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President & CEO

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