

FAITH COMMUNITY CHURCH

WHISTLEBLOWER PROTECTION POLICY

Purpose

This policy outlines a procedure for employees and permanent volunteers to report actions that they reasonably believe violate a law; are classified as wrongdoing, fraud, or questionable accounting/auditing practices; and/or violates any other regulation applicable to Faith Community Church. This policy applies to any matter that is related to the work and programs of Faith Community Church and does not relate to private acts of an individual not connected to the business of Faith Community Church.

Impact

Elders, Directors, Officers, Employees, permanent volunteers.

Priority

The underlying purpose of this policy is to support Faith Community Church's goal of legal compliance, as well as high moral standards and board policy compliance.

Restrictions

An employee is protected from retaliation only if the employee brings the alleged unlawful/immoral activity, policy, or practice to the attention of Faith Community Church and provides Faith Community Church with a reasonable opportunity to investigate and correct the alleged unlawful/immoral activity. The protection described below is only available to employees/volunteers that comply with this requirement.

Anyone filing a complaint concerning a violation or suspected violation of law or moral standards must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation of the law or moral standards in order to be assured protection against retaliation under this policy. 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.

Rules/Procedures

Protection from Retaliation

1. Faith Community Church will not retaliate against an employee who in good faith has made a protest, raised a complaint against, disclosed or threatened to disclose some practice of Faith Community Church or of another individual or entity with whom Faith Community Church has a business relationship, on the basis of a reasonable belief that the practice is in violation of

moral standards, the law, or a clear mandate or public policy concerning the health, safety, welfare, or protection of the environment.

2. Faith Community Church will not retaliate against an employee in the terms and conditions of employment/service because that employee: (a) reports to a supervisor, to a director or to a federal, state or local agency what the employee believes in good faith to be a violation of moral standards/the law; or (b) participates in good faith in any resulting investigation or proceeding, or (c) exercises his or her rights under any state or federal law(s) or regulation(s) to pursue a claim or take legal action to protect the employee's rights.

Reporting

1. If any employee reasonably believes that some policy, practice, or activity of Faith Community Church is in violation of moral standards or the law, a written complaint must be filed by that employee with a Faith Community Church Elder.

2. Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation and the church's discipline policy as laid out in its bylaws, and appropriate corrective action will be taken if warranted by the investigation.

Violations

Faith Community Church may take disciplinary action, up to and including termination, against an employee who in the Elders' assessment has engaged in retaliatory conduct in violation of this policy.

This policy does not submit Faith Community Church or any of its members, employees, agents, elders, or officers to any state, federal or local law, statute, or regulation that does not otherwise apply to Faith Community Church; moreover, the adoption of this policy is not to be construed in any way as a waiver of the Protections, rights, and privileges afforded churches and religious organizations and the rights of conscience of persons under the constitutions of the United States and of the State of New Hampshire. The adoption and implementation of this policy does not create any contractual duties or impose any contractual obligations upon Faith Community Church or its Elders, agents, employees, or volunteers.