



Creating Friendships for Peace, Inc.

Whistleblower Policy

Overview

Creating Friendships for Peace, Inc. (CFP) has adopted a detailed Conflicts of Interest Policy along with various fiscal and accounting controls that require directors, officers, coordinators, and volunteers to observe strict standards of honesty, integrity, and business ethics while handling money. While it is the intent of CFP to adhere to all laws and regulations that apply to the operations of the Program, conflicts of interest and intentional mishandling of money can damage not only the reputation of the Program across the globe, but they can severely impair CFP's ability to maintain IRS 501(c)(3) tax-exempt status so crucial to our fundraising.

Reporting Violations

It is the responsibility of all directors, officers, coordinators, and volunteers to comply with the Conflicts of Interest Policy and money flow procedures and report violations or suspected violations in accordance with this Whistleblower Policy. In most cases, a coordinator or the CFP Executive Director can clarify what constitutes a conflict of interest and provide adequate "work-arounds" or other solutions to address a problem or a perceived problem of a conflict of interest.

Gross Fiscal Mismanagement, Fraud, or Corruption

For issues of gross fiscal mismanagement, fraud, or corruption or the like, the violation must be reported to the Executive Director, who has specific responsibility to inform the Board of Directors. Such matters will be investigated by a committee appointed by the Chair of the board, unless the reported violation involves the Chair, in which case the committee will be chosen by a majority of directors not involved in the reported violation.

No Retaliation

No director, officer, coordinator, or volunteer who in good faith reports a violation of the Conflicts of Interest Policy or questions the handling of money shall suffer harassment, retaliation, or adverse consequences. Any director, officer, coordinator, or volunteer within CFP who retaliates against someone who has reported a violation or suspected violation in

good faith is subject to discipline up to and including termination from the Program. This Whistleblower Policy is intended to encourage and enable all our volunteers to raise serious concerns within CFP prior to seeking resolution outside the organization.

Acting in Good Faith

Anyone registering a complaint covering 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 or may be submitted anonymously. Reports of violations of suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Acknowledgement of Complaint

The Executive Director will notify the sender and acknowledge receipt of the reported violation or suspected violation within 10 days. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.