

## **Employee Protection (Whistleblower) Policy**

If any employee reasonably believes that some policy, practice, or activity of the Mayor's Fund is in violation of law, a written complaint must be filed by the employee with the President or the Board Chair.

It is the intent of the Mayor's Fund to adhere to all laws and regulations that apply to the organization and the purpose of this policy is to support the organization's goal of legal compliance. An employee is protected from retaliation only if the employee brings the alleged unlawful activity, policy, or practice to the attention of the Mayor's Fund and provides the Mayor's Fund with a reasonable opportunity to investigate and correct the alleged unlawful activity.

The protection described below is available to employees that comply with this requirement. The Mayor's Fund will not retaliate against an employee who in good faith, has made a protest or raised a complaint against some practice of the Mayor's Fund, or of another individual or entity with whom the Mayor's Fund has a business relationship, on the basis of a reasonable belief that the practice is in violation of law, or a clear mandate of public policy.

The Mayor's Fund will not retaliate against employees who disclose or threaten to disclose to a supervisor or a public body, any activity, policy, or practice of the Mayor's Fund that the employee reasonably believes is in violation of a law, or a rule, or regulation mandated pursuant to law or is in violation of a clear mandate of public policy concerning the health, safety, welfare, or protection of the environment.

Any suspected fraud, waste or abuse of Federal programs and funds should be reported to the Office of Inspector General hotline 1-800-452-8210 or through e-mail to [hotline@cncsig.gov](mailto:hotline@cncsig.gov).

My signature below indicates my receipt and understanding of this policy. I also verify that I have been provided with an opportunity to ask questions about the policy.

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Employee Signature

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Date