

Whistleblower Protection Policy

Purpose

The Friends of the Webster Public Library [FWPL] will maintain a workplace that respects and protects the rights of the executive committee, chairperson, and all volunteers to report improper activities such as violations of laws, abuse of authority creating danger to health or safety or material waste of resources.

Guidelines

- The privacy and reputation of the volunteer making the allegation shall at all times be protected and respected. There will be no punishment or retaliation for reporting circumstances described in this policy.
- It is the responsibility of all executive committee members, chairpersons, and volunteers to report concerns about suspected violations of law or regulations that govern the Friends of the Webster Public Library's operations.

Procedure

An executive committee member, chairperson or volunteer who knows or believes that there has been a violation of laws, abuse of authority creating danger to health or safety, or material waste of the organization's resources should contact the President of the Friends of the Webster Public Library in person or in writing.

If the alleged wrongdoing concerns the President, then the executive committee member, chairperson or volunteer should contact the Vice President in person or in writing.

The person receiving this type of information shall make a written record of all such reports and perform or facilitate an investigation of all credible allegations.

Approved by the Friends of the Webster Public Library on March 21, 2015