

## QUEENS JEWISH COMMUNITY COUNCIL

### WHISTLE BLOWER POLICY

If any employee reasonably believes that some policy, practice or activity within the Queens Jewish Community Council is in violation of law, a written complaint may be filed by that employee with the Executive Director. If the issue encountered is with the Executive Director ,the complaint can be filed directly with Board president.

It is the intent of the Queens Jewish Community Council to adhere to all the laws and regulations that apply to the organization and the underlying purpose of this policy is to support the organization's goal of legal compliance. The support of all employees is necessary to achieving compliance with various laws and regulations.

An employee brings the alleged unlawful activity, policy or practice to the attention of the Executive Director/President and provides him/her 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 Queens Jewish Community Council will not retaliate against an employee who in good faith, has made a protest or raised a complaint against some practice of the Queens Jewish Community Council, or another individual or entity with whom the Queens Jewish Community Council had a business relationship, on the basis of a reasonable belief that the practice is in violation of the law or a clear mandate of public safety.

The Queens Jewish Community Council will not retaliate against an employee who discloses or threatens to disclose to a supervisor or public body any activity, policy or practice of the Queens Jewish Community Council 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 or public policy concerning health, safety, welfare or protection of the environment.

My signature below indicates my receipt and understanding of this policy, It also verifies that I have been provides with an opportunity to ask questions about this policy.

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Employee Signature

Date