

## ATLANTA CV DRUM & BUGLE CORPS

### PROTECTION OF WHISTLEBLOWER POLICY

1. Retaliation against any Director, employee, staff member, marching member, parent, volunteer, agent, contractor, or supporter of Atlanta CV Drum & Bugle Corps/CorpsVets Inc. ("CV") who raises concerns regarding potential violation of the law or of CV's standards of conduct or its policies is prohibited. Retaliation against any individual for the good faith reporting of real or potential compliance and policy violations is cause for immediate and appropriate actions, up to and including summary dismissal from CV in its sole discretion.

2. No Director, employee, contractor, subcontractor, volunteer, or agent of CV shall discharge, demote, suspend, threaten, harass, or in any other manner knowingly and intentionally discriminate against any individual in the terms and conditions of their relationship with CV because of any act done by the individual:

2.1 To provide information, cause information to be provided, or otherwise assist in an investigation regarding any conduct which the reporter reasonably believes constitutes a violation of state or federal law applicable to CV or CV's policies and procedures, when the information or assistance is provided to, or the investigation is conducted by:

(a) any state or federal regulatory or law enforcement agency;

(b) any lawfully constituted investigative body; or

(c) a person with supervisory authority over the individual or such other person working for CV who has the authority to investigate, discover, or discipline misconduct; or

2.2 To file, cause to be filed, testify, participate in, or otherwise assist in a proceeding filed or about to be filed relating to an alleged violation of state or federal law applicable to CV or a violation of any applicable CV policy.

3. Reports of real or potential violations of law or violations of the policies and procedures of CV shall be reported to the Executive Director, Staff Coordinator, and Member Experience and Advocacy Committee. Any Director, employee, staff member, marching member, parent, volunteer, agent, contractor, or supporter of CV implicated in any report of real or potential violations may be temporarily suspended from their position or temporarily banned from interacting with CV pending an investigation. Immediate action shall be taken after conducting a reasonable investigation as deemed necessary appropriate in their sole discretion to protect the health and welfare of the members and all individuals with CV up to and including dismissal of the violator from CV and/or reporting of the incident to appropriate law enforcement authorities.

4. Individuals may **anonymously** submit a report of a violation of law or violation of CV's policies and procedures at the whistleblower webpage on CV's website. Alternatively, any person may **confidentially** submit a report of a violation of law or violation of CV's policies and procedures at the following email address: [whistleblower@atlantacv.org](mailto:whistleblower@atlantacv.org).

5. False and malicious complaints of harassment, discrimination or retaliation (as opposed to complaints that, even if erroneous, are made in good faith) may be the subject of appropriate disciplinary action.

6. Except as required by law, all reports shall be treated confidentially to the extent possible consistent with fair and rigorous enforcement of CV policies and procedures. CV recognizes that individuals may find it difficult to report suspected violations by those they work with; however, CV must take steps to prevent and detect criminal or unethical conduct to avoid jeopardizing the welfare of CV and all their members, employees, contractors, staff, and volunteers. Unauthorized individuals should not conduct their own investigation of any suspected violation.

7. Any member found in violation of CV's Code of Conduct or any staff member in breach of their contract will be considered 'not in good standing' with Atlanta CV.

10 JANUARY 2022