

## WHISTLEBLOWER POLICY

At Gold Youth Arts Organization, we uphold high standards of conduct among all members, staff, and volunteers. It is our commitment to honesty, integrity, and respect, as well as compliance with all applicable laws, regulations, and policies. We recognize the importance of providing a confidential and anonymous avenue for reporting any concerns or potential violations.

### **Purpose:**

The purpose of Gold Youth Arts' Whistleblower Policy is to establish clear procedures for:

- Submitting concerns regarding questionable practices, conflicts of interest, legal violations, or unsafe activities on a confidential and anonymous basis.
- Receiving, retaining, and resolving complaints.
- Protecting individuals reporting concerns from retaliatory actions.

### **Reporting Responsibility:**

Every staff member, volunteer, and member of Gold is obligated to report any potential violations of laws, regulations, or policies. This includes:

- Questionable accounting practices, business ethics, conflicts of interest, bribes or kickbacks, legal or regulatory violations, or unsafe activities.
- Violations or suspected violations of Gold Youth Arts' Staff Code of Conduct or Member Code of Conduct.

### **Reporting Mechanism:**

To facilitate anonymous reporting, Gold has established a web-based mechanism on its website. This form allows individuals to describe their concerns while remaining anonymous. The reporting capability is prominently featured on our website as part of our whistleblower policy at: <http://www.goldyoutharts.org/safety/>

### **Investigation and Confidentiality:**

- Reports submitted will be forwarded to at least three members of Gold's administrative staff and Board of Directors. The person making the report (if not anonymous) will be notified of receipt within seven days. All reported issues will be promptly investigated.
- After the investigation, a report with conclusions and recommendations will be submitted to the Board of Directors. Any reports involving criminal or sexual conduct with a minor will be reported to the appropriate law enforcement agency.
- Confidentiality will be maintained to the fullest extent possible throughout the process.

### **Retaliation:**

Gold Youth Arts prohibits retaliation against individuals who make reports in good faith. However, action may be taken against those who make reports based on false information or without reasonable belief of wrongdoing.

By providing a clear framework for reporting and protecting whistleblowers, we uphold our commitment to integrity and accountability within Gold Youth Arts Organization.